



**TOWN OF SHADY SHORES
PLANNING AND ZONING COMMISSION
REGULAR SESSION
JUNE 13, 2019; 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. MINUTES
 1. Consider and act on approval of the minutes of the April 11, 2019 Planning and Zoning Commission Meeting.
4. PUBLIC HEARINGS
 1. PUBLIC HEARING – Watkins 12 Hidden Valley Airpark
 - A. Open Public Hearing
 - B. Applicant
 - C. Those in Favor
 - D. Those Opposed
 - E. Rebuttal
 - F. Close Public Hearing
5. REGULAR BUSINESS
 1. Action Regarding Public Hearing- (Watkins Replat) - Consider act on approval of the request for a replat of 12 Valley Airpark.
6. WORKSESSION
 1. Subdivision Ordinance - Conduction a worksession relative to the Town of Shady Shores Subdivision Ordinance. Provide Staff Direction. Consider and take appropriate action relative to submission to the Shady Shores Town Council for approval.
7. FUTURE AGENDA ITEMS

8. 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
APRIL 11, 2019; 7:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

MINUTES

1. CALL TO ORDER

Chairman Lea called the meeting to order at 7:02 pm.

2. ROLL CALL

Establish a quorum

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

Allen Lea	Chairman	Present
Rebecca Morgan	Vice-Chairman	Present
Tillman Strahan	Commissioner	Present
Tom Spencer	Commissioner	Present
Paul Brown	Commissioner	Present
Linda Winter	Commissioner-Alternate	Present

3. REGULAR BUSINESS

1. Minutes- Consider and act on approval of the November 13, 2018 Planning and Zoning Commission Minutes.

Paul Brown motioned to approve the minutes of the November 13, 2018 Planning and Zoning Commission Meeting. Rebecca Morgan seconded the motion.

Discussion: None

AYES: Morgan, Brown, Winter, Lea

NAYS: None

ABSTAIN: Spencer, Strahan

The motion passed unanimously.

4. WORKSESSION

1. Conduct a worksession relative to changes to the Subdivision Ordinance and/or the Zoning Ordinance- to include a discussion regarding the need for 1) open space and recreation areas, 2) perimeter wall and/or fencing requirements, 3) adjustments to lot size requirements

A worksession was conducted relative to proposed and necessary changes to the subdivision ordinance. Topics of discussion included: Perimeter fencing, preliminary plat expiration, public utilities including internet services.

5. FUTURE AGENDA ITEMS

6. ADJOURN

Rebecca Morgan made a motion to adjourn. Tillman Strahan seconded the motion.

Discussion: None

Ayes: Spencer, Strahan, Winter, Lea, Morgan, Brown

Nays: None

The motion passed unanimously and the meeting was adjourned at 8:09 pm.

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2019

Approved:

Allen Lea, Chairman

Attest:

Wendy Withers, Town Secretary



AGENDA MEMORANDUM

DATE: June 13, 2019
TO: Planning and Zoning Commission
FROM: Wendy Withers, Town Secretary
SUBJECT: PUBLIC HEARING – Watkins 12 Hidden Valley Airpark

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Conduct a public hearing relative a to a request made by Steve Watkins relative to the replat of the lot known as 12 Hidden Valley Airpark. Mr. Watkins has requested to replat Lot 12 into two (2) parcels, Lot 12-R (1.619 acres) and Lot 13-R (1.322 Acres)

Notice of the public hearing was published in the Denton Record Chronicle and sent to the property owners within 200 feet.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: June 13, 2019
TO: Planning and Zoning Commission
FROM: Wendy Withers, Town Secretary
SUBJECT: Action Regarding Public Hearing- (Watkins Replat) - Consider act on approval of the request for a replat of 12 Valley Airpark.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Letter of recommendation from the Town Engineer is attached.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Town Engineer Letter- 12-R and 13-R Hidden Valley Estates

REVIEWED BY:



June 5, 2019

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

Re: Plat Approval Request for Lot 12-R & Lot 13-R of Hidden Valley Estates

Honorable Mayor Aughinbaugh:

The Final Plat with the revised date of May 6, 2019 has been received from Landmark Surveyors. LLC on behalf of property owner Steve Watkins. The applicant is requesting approval of platting a single tract into two residential lots; Lots 12-R and 13-R.

In addition, I received on May 15, 2019 the final version of the Drainage Plan, Lots 12R and 13R (dated 5-7-19) designed by Scott D. Caruthers, P.E. of Marshall Gauge, LLC. This information was provided at my request to ensure no cross-lot drainage will result due to the platting. Details of the proposed diversion swales for both Lot 12-R and Lot 13-R are shown on the referenced drainage plan. I recommend the Town require these swales be constructed as a condition of or in conjunction with the issuance of any future building permit for Lot 12-R and to be verified by inspection. The current and/or future property owner of Lot 12-R will need to coordinate with the property owner of Lot 13-R, if not owned by the same person(s), since Diversion Swales A and B shown on the referenced drainage plan are located along the west boundary of Lot 13-R.

It should be noted that as presented on the Final Plat that a 20' Ingress/Egress Easement is provided to Lot 12-R from/to the improved road to the east (the road that is parallel to and west of the runway) and over 100 feet of frontage is provided along the 100' right-of-way (Hidden Valley Drive) to the west.

However, I have concerns about access along the 20' Ingress/Egress Easement and about the Hidden Valley Drive right-of-way to the west. The concern about the 20' Ingress/Egress Easement is how driveway access in the future will cross the planned Diversion Swale B and the associated 2.25-foot tall landscape retaining wall shown on the referenced drainage plan. Per the owner, the access easement is not intended to be improved with a driveway. If that is the case, then there will not be useable access to Lot 12-R from the east. This is a concern especially if Lot 12-R is sold. One concern with the Hidden Valley Road 100' right-of-way to the west of Lot 12-R is that it appears to be a right-of-way with no improved roadway and no improved roadway connecting to any other improved roadway that would allow for vehicles, including emergency vehicles, to access the property. Another concern is if the minimum requirement for 100 feet of lot width at the building line will count along this unimproved right-of-way. In addition, as shown on the Final Plat and Drainage Plan, a portion of that right-of-way is in Flood Zone "X" Shaded (500-year floodplain). It appears that over 100 feet of lot frontage at the building line would still be provided, but a portion of any improved road would be within the 500-year floodplain.

I recommend it be determined if the owner's engineer needs to provide a plan for how access to Lot 12-R from the east will be achieved. This may involve a culvert or re-alignment of the access easement. I also recommend the Town determine if the 100-foot wide lot width requirement is met based on the frontage to the unimproved right-of-way or if that right-of-way would need to be improved now or in the future. It may also be prudent to ensure there is a ditch and/or a designed outfall area within the



Hidden Valley Drive right-of-way to accept the drainage from proposed Diversion Swales D and C without causing erosion within the right-of-way.

Based on the submitted information by Landmark Surveyors, LLC and Marshall Gauge, LLC, including the proposed private drainage easement dedications and swale improvements, I recommend the Planning and Zoning Commission and Town Council consider the concerns mentioned above before proceeding with approval.

Sincerely,

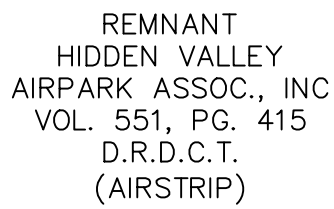
Binkley & Barfield, Inc.
Consulting Engineers

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

Attachments:

- Final Plat
- Drainage Plan
- Denton GIS annotated exhibit



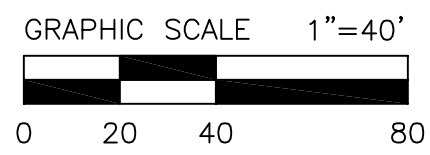
SURVEYOR
LANDMARK SURVEYORS
4238 I-35 N
DENTON, TEXAS 76207
(940) 382-4016

VICINITY MAP

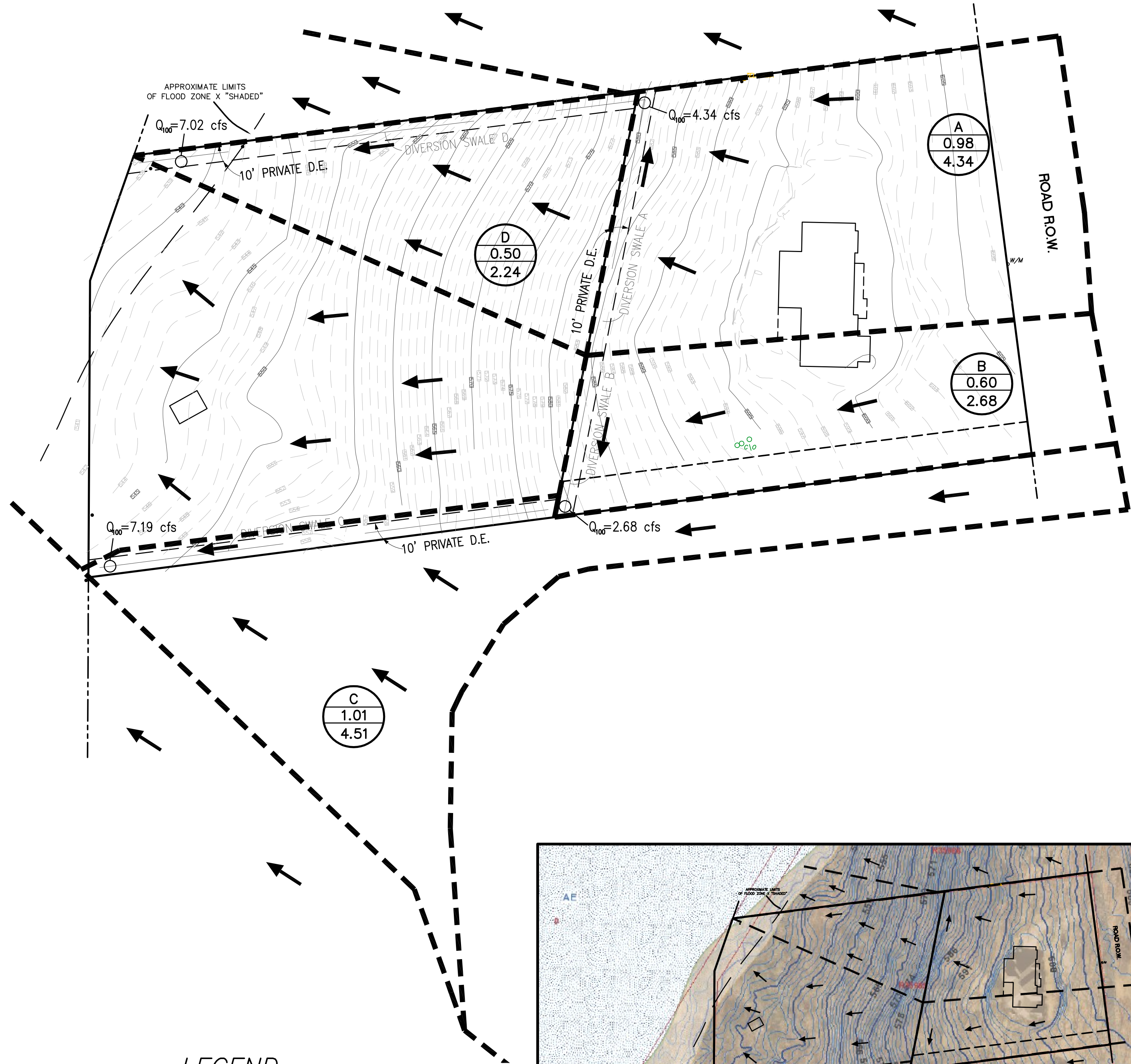
SCALE 1" = 2000'

PROJECT LOCATION

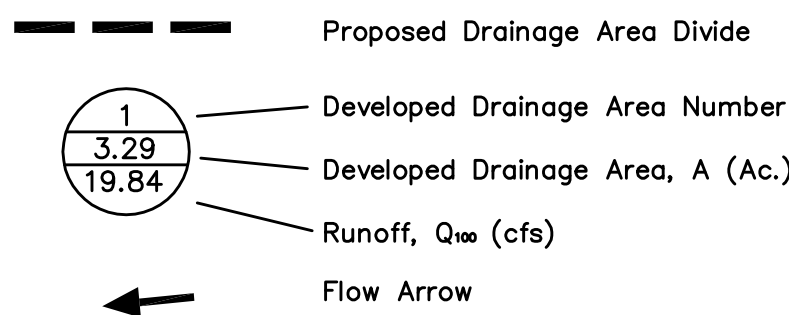
A hand-drawn map of a circular area, possibly a lake or a field, with various sections labeled. The map is divided by a diagonal line and a vertical line. The top-left section is labeled 'SWIMMER'. The top-right section is labeled 'CORE', 'BROWN', 'EASON', 'FRANCES', 'SMOKEY', and 'OAZA'. The bottom-left section is labeled 'CHAPARRAL', 'FOX HOLLOW', 'SHADY SHORES', and 'MEADOWLARK'. The bottom-right section is labeled 'HEDDER VALLEY', 'MACKREY', 'DALTON', and 'FOUR'. A central vertical line is labeled 'ARTIST'.



HIDDEN VALLEY DRIVE

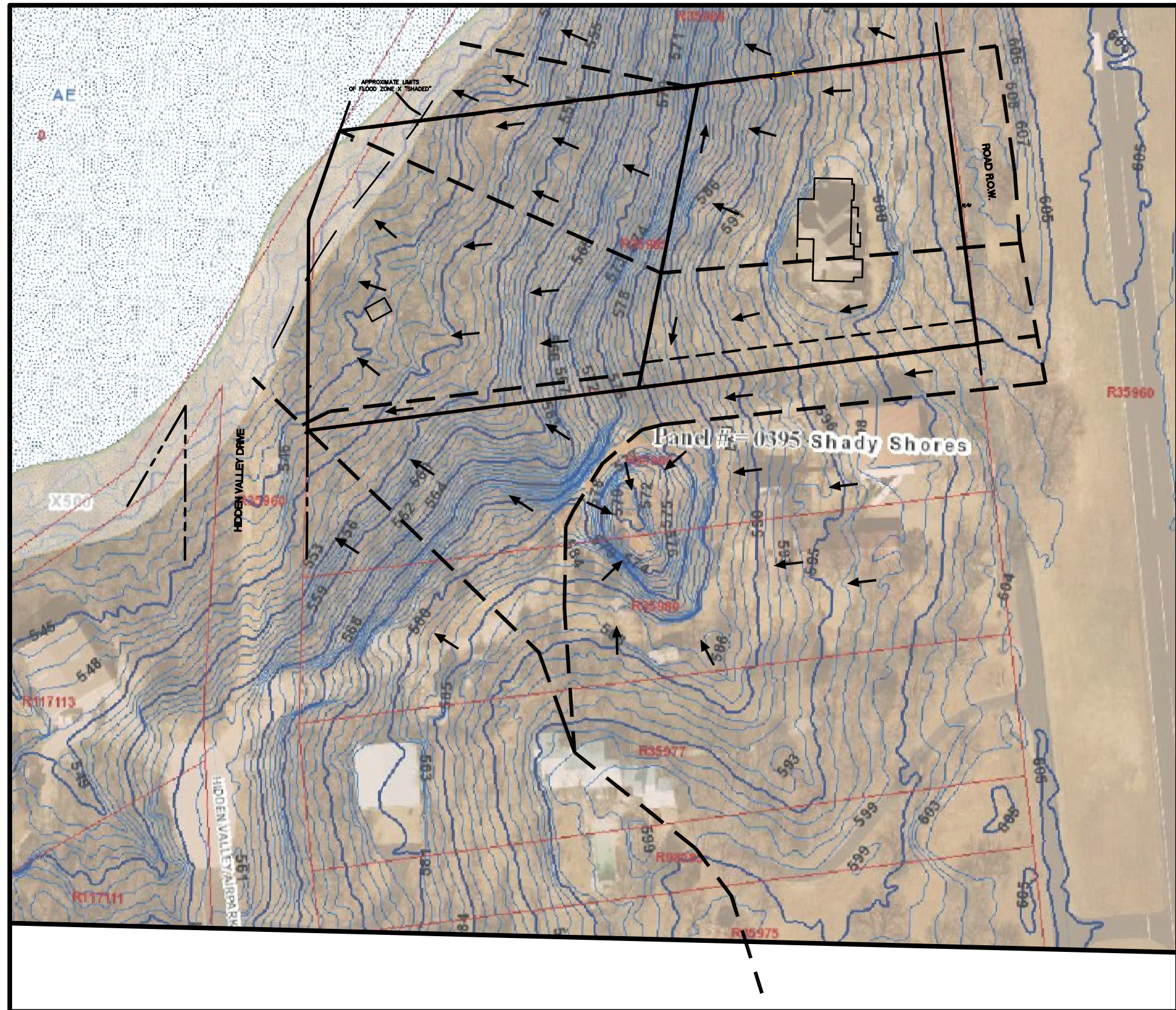


LEGEND



DRAINAGE DESIGN THEORY

Rational Method
 $Q = C \cdot C_f \cdot I \cdot A$
 $Q \sim$ Flow in c.f.s.
 $I \sim$ Intensity (in./hr. for $T_c=15$ Min.)
 $A \sim$ Area in Acres
 $C \sim$ Coefficient of runoff
 $C = 0.45$
 $C_f \sim$ Frequency factor
 $C_f = 1.25$
 $I_{100} = 7.91$ in/hr

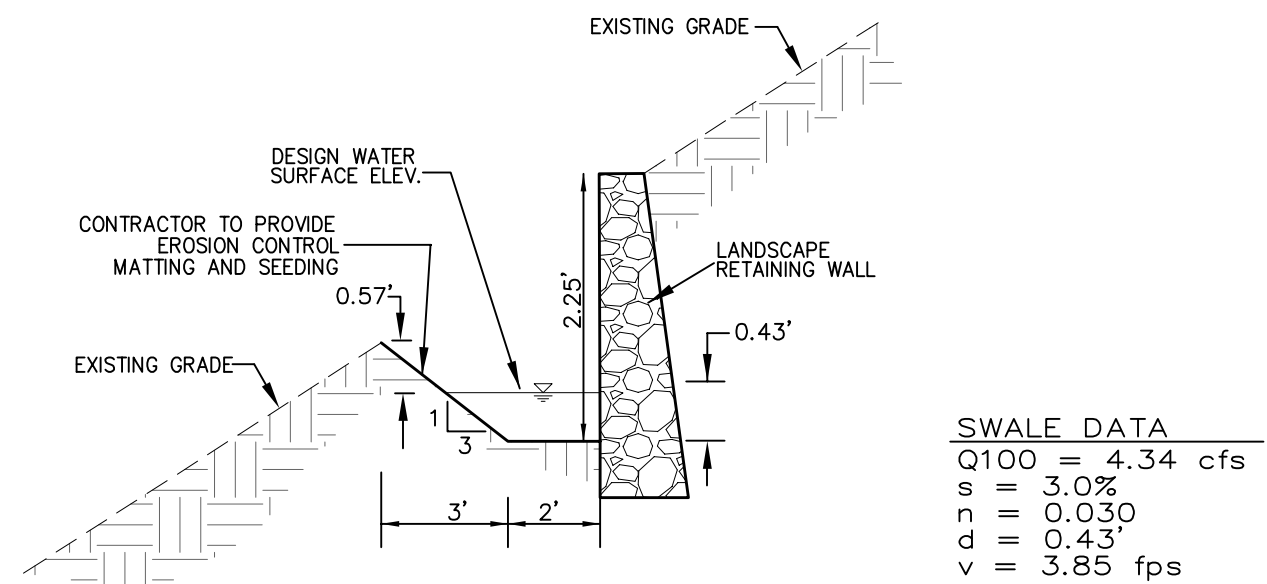


OFFSITE DRAINAGE AREA MAP

1"=100'

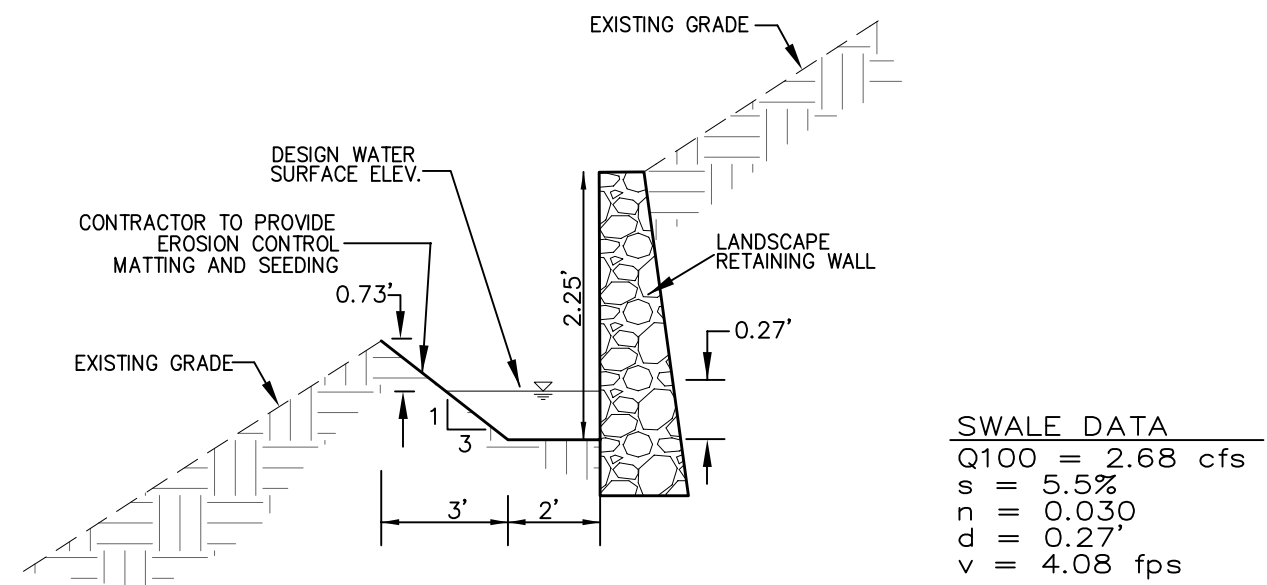
DIVERSION SWALE NOTES

1. ALL TREES, BRUSH, STUMPS, OBSTRUCTIONS AND OTHER MATERIAL SHALL BE REMOVED AND DISPOSED OF SO AS NOT TO INTERFERE WITH THE PROPER FUNCTIONING OF THE SWALE.
2. THE SWALE SHALL BE EXCAVATED OR SHAPED TO LINE, GRADE, AND CROSS-SECTION AS REQUIRED TO MEET CRITERIA SPECIFIED HEREIN AND BE FREE OF BANK PROJECTIONS OR OTHER IRREGULARITIES WHICH WILL IMPEDE NORMAL FLOW.
3. ALL EARTH REMOVED AND NOT NEEDED IN CONSTRUCTION SHALL BE DISPOSED OF IN AN APPROVED SPOILS SITE SO THAT IT WILL NOT INTERFERE WITH THE FUNCTIONING OF THE SWALE.
4. SWALE SHALL BE STABILIZED WITH EROSION CONTROL MATTING WITH SEEDING OR SOD.
5. MINIMUM COMPACTION FOR THE SWALE SHALL BE 90% STANDARD PROCTOR.
6. SWALE SHALL BE CENTERED IN A 10 FT PRIVATE DRAINAGE EASEMENT



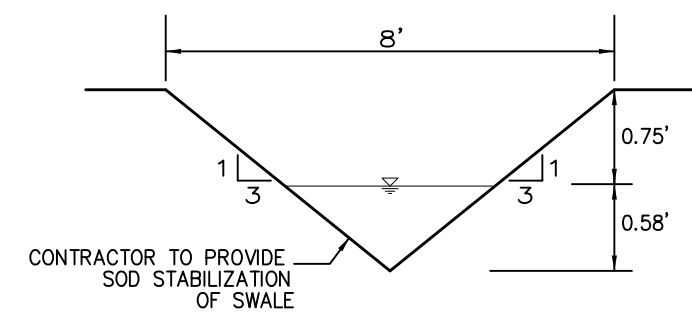
DIVERSION SWALE A

N.T.S.



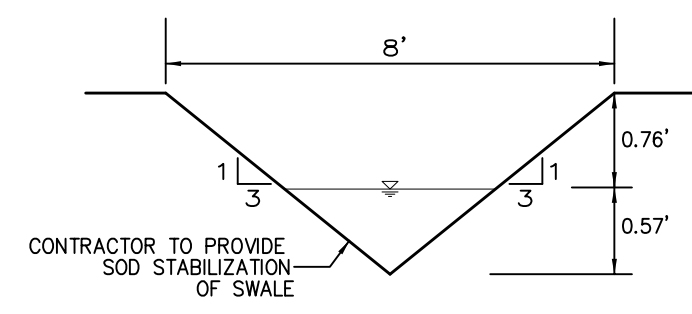
DIVERSION SWALE B

N.T.S.



DIVERSION SWALE C

N.T.S.



DIVERSION SWALE D

N.T.S.

FOR CONSTRUCTION

LOTS 12R AND 13R
TOWN OF SHADY SHORES
DENTON COUNTY, TEXAS
DRAINAGE PLAN

Drawing Number:

MG Job Number:



100-year floodplain

500-year floodplain

Unimproved
Roadway w/i 100'
ROW

Zone AE
(EL 537 Feet)

AREA OF MINIMAL FLOOD HAZARD Zone X

Property to be
Platted

AREA OF MINIMAL FLOOD HAZARD Zone X



AGENDA MEMORANDUM

DATE: June 13, 2019

TO: Planning and Zoning Commission

FROM: Wendy Withers, Town Secretary

SUBJECT: Subdivision Ordinance - Conduction a worksession relative to the Town of Shady Shores Subdivision Ordinance. Provide Staff Direction. Consider and take appropriate action relative to submission to the Shady Shores Town Council for approval.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY: