



PLANNING AND ZONING COMMISSION MEETING

City Hall Council Chambers, 298 W. Washington
Wednesday, December 15, 2021 at 5:30 PM

AGENDA

CALL TO ORDER

MINUTES

1. Approval of Minutes - November 17, 2021

PUBLIC HEARING

2. **Case No.: PP2021-005**

Property owner Taylor Kanute of Bosque Clark, LLC, is requesting approval of a preliminary plat of property located at **110 Clark Lane, Parcel R63366**, of CITY ADDITION, BLOCK 85, LOT 1 & 2A (PTS OF) of the City of Stephenville, Erath County, Texas.

3. **Case No.: PP2021-006**

Applicant Reece Flanagan with Flanagan Land Solutions, representing Cowtown Properties, LLC, is requesting approval of a preliminary plat and Planning and Zoning Commission (P&Z) recommendation for Council approval of the development plan for property located at **525 Collins, Parcel R33237**, of SHAPARD & COLLINS, BLOCK 6, LOT 1 & 2 & A0032 BLAIR JOHN of the City of Stephenville, Erath County, Texas.

4. **Case No.: PP2021-007**

Applicant Taylor Kanute, representing Bosque Clark, LLC, is requesting approval of a preliminary plat of the properties located at 0 River North I, II, & III, Parcel 40037, of A0032 BLAIR JOHN of the City of Stephenville, Erath County, Texas.

5. **Case No.: PP2021-008**

Applicant Taylor Kanute, representing Bosque Clark, LLC, is requesting approval of a preliminary plat of the properties located at **Prairie Wind (OFF), Parcel R14960**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 7 (W PT OF), **Parcel R63113**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 6 (W PT OF) ; **Parcel R63105**, of S5640 RIVER NORTH RANCHETTES, BLOCK 1, LOT 5 (W PT OF), **Parcel R63099**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 2, **Parcel R63100**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 3; and **Parcel R63101**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 4, all being of the City of Stephenville, Erath County, Texas.

6. **Case No.: RZ2021-019 & RP2021-008**

Applicant Quazi Moumin is requesting a rezone of property located at **940 Harbin Drive, Parcel R30440** of CITY ADDITION, BLOCK 144, LOT 3, of the City of Stephenville, Erath County, Texas, from (R-1) Single Family Residential to (R-2.5) Integrated Housing with simultaneous replatting.

ADJOURN

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.



PLANNING AND ZONING COMMISSION

City Hall Council Chambers, 298 W. Washington
Wednesday, November 17, 2021 at 5:30 PM

MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on November 17, 2021 at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COMMISSIONERS PRESENT: Lisa LaTouche, Chairperson
Brian Lesley, Vice Chair
Bruce Delater
Justin Allison
Nick Robinson
Tom Hines - Alternate

COMMISSIONERS ABSENT: Todd McEvoy
Cliff McCury
Mary Beach McGuire – Alternate

OTHERS ATTENDING: Steve Killen, Director of Development Services

CALL TO ORDER

Chairperson LaTouche called the meeting to order at 5:30 p.m.

MINUTES

1. Consider Approval of Minutes – October 20, 2021

MOTION by Nick Robinson, second by Brian Lesley to approve the minutes for October 20, 2021.
MOTION CARRIED by unanimous vote.

PUBLIC HEARINGS

Case No.: SV2021-006

Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 331 Choctaw, Parcel R34558, being Lot 4 of the Trotter Addition to the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 331 Choctaw. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Subdivision Waiver request.

Chairperson LaTouche closed the public hearing.

MOTION by Bruce Delater, second by Justin Allison, to approve Case No. SV2021-006 and forward a positive recommendation to Council. Due to a split 3/3 vote, MOTION moved forward with no recommendation.

AYES: Bruce Delater, Justin Allison, Nick Robinson

NOES: Tom Hines, Lisa LaTouche, Brian Lesley

2. Case No.: SV2021-007

Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 250 S. Dale, Parcel R77244, being Lot 3 of the Trotter Addition to the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 250 S. Dale. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Subdivision Waiver request.

Chairperson LaTouche closed the public hearing.

MOTION by Tom Hines, second by Bruce Delater, to deny Case No. SV2021-007 and forward a negative recommendation to Council. MOTION CARRIED with a 4/2 vote.

AYES: Tom Hines, Brian Lesley, Bruce Delater, Lisa LaTouche

NOES: Justin Allison, Nick Robinson

3. Case No.: SV2021-008

Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.04.M.1 – Curb and Gutter Requirements, to be constructed at 250 S. Dale, Parcel R77244, being Lot 3 of the Trotter Addition to the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.04.M.1 – Curb and Gutter Requirements, to be constructed at 250 Dale. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of the Subdivision Waiver request.

Two letters of opposition were presented to the commissioners.

Chairperson LaTouche closed the public hearing.

MOTION by Tom Hines, second by Bruce Delater, to deny Case No. SV2021-008 and forward a negative recommendation to Council. MOTION CARRIED with a 4/2 vote.

AYES: Tom Hines, Brian Lesley, Lisa LaTouche, Nick Robinson

NOES: Justin Allison, Bruce Delater

4. Case No.: SV2021-009

Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 244 S. Dale, Parcel R77243, being Lot 2 of the Trotter Addition to the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 244 S. Dale. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Subdivision Waiver request.

Chairperson LaTouche closed the public hearing.

MOTION by Bruce Delater, second by Tom Hines, to deny Case No. SV2021-009 and forward a negative recommendation to Council. MOTION CARRIED with a 4/2 vote.

AYES: Tom Hines, Bruce Delater, Lisa LaTouche, Brian Lesley

NOES: Justin Allison, Nick Robinson

5. Case No.: SV2021-010

Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.04.M.1 – Curb and Gutter Requirements, to be constructed at 244 S. Dale, Parcel R77243, being Lot 2 of the Trotter Addition to the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.04.M.1 – Curb and Gutter Requirements, to be constructed at 244 S. Dale. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of the Subdivision Waiver request.

Two letters of opposition were presented to the commissioners.

MOTION by Bruce Delater, second by Tom Hines, to deny Case No. SV2021-010 and forward a negative recommendation to Council. MOTION CARRIED with a 4/2 vote.

AYES: Tom Hines, Bruce Delater, Brian Lesley, Lisa LaTouche

NOES: Justin Allison, Nick Robinson

6. Case No.: FP2021-001

Applicant Justin Farris, designating Steve Emmons to act on behalf of Spectra Student Living, is requesting approval of a Final Plat for properties located at 2241 W Tarleton, Parcel R30333, being Lot 8E, Block 139 of City Addition, 2241 Tarleton, Parcel R30330, being Lot 2, Block 3, of the Kaylie Subdivision and 0 Ella Court, Parcel R73194, being Lot 1, Block 3, of the Kaylie Subdivision to the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the applicant has submitted a Final Plat. The Plat has been reviewed by staff and staff is requesting the Planning and Zoning Commission recommend the City Council grant a Conditional Approval of the Final Plat pending completion of the 23 item list. The items shall be completed and a corrected Final Plat submitted no later than December 11, 2021.

Steve Emmons was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Final Plat request.

Chairperson LaTouche closed the public hearing.

MOTION by Brian Lesley, second by Nick Robinson, to approve Case No. FP2021-001 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

7. Case No.: PD2021-003, 2021-004 and 2021-005

Applicant Reese Flanagan of MMA, LLC, representing Troy Kunkel of 598 Westwood, LLC, is requesting a rezone of properties located at 817 W. Washington, Parcel 29583 of CITY ADDITION, BLOCK 62, LOT 6A, 7, part of 14 and 17, 855 and 865 W. Washington, Parcel R29581, of CITY ADDITION, BLOCK 62, LOTS 4, part of 5 and 6B and 873 W. Washington, Parcel R29580, of CITY ADDITION, BLOCK 62, LOT 3, of the City of Stephenville, Erath County, Texas, from (B-2) Retail and Commercial Business to (PD) Planned Development. The applicant will present the Planned Development.

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that On August 15, 2021, the applicant presented the Conceptual Plan to the Planning and Zoning Commission for an intended townhome development. The concept plan proposed 23 units on 0.94 acres (density of 24.47 units per acre) with 51 parking spaces (exceeding the two spaces per unit requirement). The applicant is now requesting approval of the Planned Development. Sections 8.E and 8.J outline the requirements that must be met in order to approve the PD.

Reese Flanagan was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Final Plat request.

Chairperson LaTouche closed the public hearing.

MOTION by Nick Robinson, second by Brian Lesley to approve Case No. : PD2021-003, 2021-004 and 2021-005 and forward a positive recommendation to Council. MOTION CARRIED with a 5/1 vote.

AYES: Tom Hines, Bruce Delater, Justin Allison, Brian Lesley, Nick Robinson

NOES: Lisa LaTouche

8. Case No.: RZ2021-018

Applicants Allen Vandergriff, Chad Vandergriff and Corianna Alandt, are requesting a rezone of property located at located at 683 W Tarleton, Parcel R29685, of PARK PLACE AND CITY ADDITION, BLOCK 3 & 69, LOTS 1B,2B,4B,12 (PTS OF), of the City of Stephenville, Erath County, Texas, (B-2) Retail and Commercial Business to (R-1) Single Family.

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Ms. Alandt is requesting the zoning change as they no longer wish to operate the business and desire to use the structure as originally constructed (as a single family residence). The property has been operated as a personal service salon.

Ms. Alandt was not present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Rezone request.

Chairperson LaTouche closed the public hearing.

MOTION by Brian Lesley, second by Nick Robinson, to approve Case No. RZ2021-018 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

The meeting was adjourned at 6:35 p.m.

APPROVED:

Lisa LaTouche, Chair

ATTEST:

Tina Cox, Commission Secretary



STAFF REPORT

SUBJECT:

Case No.: PP2021-005

Property owner Taylor Kanute of Bosque Clark, LLC, is requesting approval of a preliminary plat of property located at **110 Clark Lane, Parcel R63366**, of CITY ADDITION, BLOCK 85, LOT 1 & 2A (PTS OF) of the City of Stephenville, Erath County, Texas.

DEPARTMENT:

Development Services

STAFF CONTACT:

Steve Killen, Director of Development Services

RECOMMENDATION:

Staff recommends the approval of the preliminary plat with the following conditions as required by The Subdivision Ordinance, Chapter 155.4.05 of the City of Stephenville Code of Ordinances:

1. Ensure plat reflects the required city language for the owner's certificate section.
2. Clark lane will require additional land dedication to enable a 50' ROW.
3. Add plat note that R-2.5 zoning authorizes lot widths as reflected on the plat with Planning Commission approval.
1. Add front, rear and side setbacks. Setbacks for R-2.5 zoning are 15' front and rear, 5' for side and 15' from intersecting streets.
2. Add a plat note that common areas are privately maintained. Common areas require the establishment of a HOA.
3. Drainage study may require dedicated drainage easements to be reflected on final plat.
4. Label retaining wall note as privately maintained.
5. Verify accuracy of the reference to Blk 85, Lot 1, being owned by the City of Stephenville.
6. Add a utility easement for all lots of 8' in width for side and back.

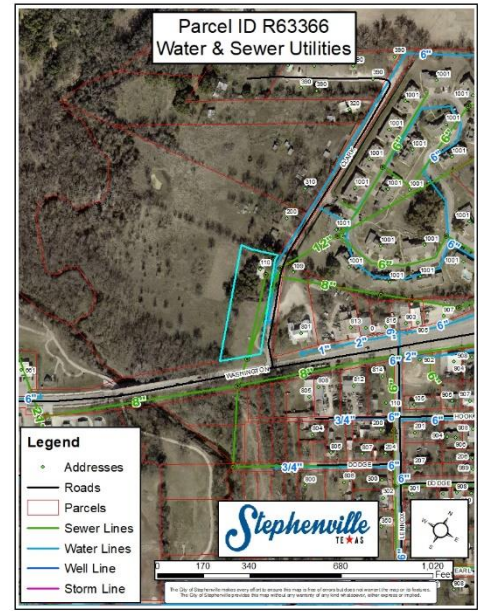
BACKGROUND:

APPLICANT REQUEST:

On October 20, 2021, the Planning and Zoning Commission recommended approval of a rezone from R-3, Multifamily, to R-2.5, Integrated Housing, which was subsequently approved by City Council on November 2, 2021. The applicant is requesting approval of a preliminary plat for a Town Home project.

The applicant has submitted a preliminary plat along with the appropriate submittals currently under review by staff. A final plat will be presented upon completion and acceptance of the public improvements.

PROPERTY PROFILE



Located north of E. Washington Street between North Graham Street and East Road

DESCRIPTION OF REQUESTED ZONING

Sec. 154.05.8 INTEGRATED HOUSING DISTRICT (R-2.5).

5.8. A Description.

This integrated residential housing district provides for medium-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, patio homes, condominiums and townhomes. Generally, this district is for developments resulting in individually platted homes or dwelling units and generally, owner occupied. Recreational, religious and educational uses are also permitted so as to contribute to the natural elements of a convenient, balanced and attractive neighborhood. Development within this district is intended to be protected from the encroachment of land activities that do not contribute to the aesthetic and functional well being of the intended district environment. The Integrated Housing District will be applicable to for all Residential Districts, B-1 Neighborhood Business District (B-1), Central Business District (B-3), and Downtown District (DT).

5.8. B Permitted Uses.

1. Single-family detached dwelling, limited to occupancy by a family having no more than three individuals who are unrelated by blood, legal adoption, marriage or conservatorship. The owner and any agent of the owner shall be legally responsible for directly or indirectly allowing, permitting, causing, or failing to prohibit residential use of a dwelling in this district by more than three unrelated individuals;
2. Two-to-four family dwellings, with each family limited as in division (1) above;
3. Townhouse dwellings, with each family limited as in division (1) above;
4. Condominium dwellings, with each family limited as in division (1) above;

5.8. C Conditional Uses.

1. Home occupation;
2. Common facilities as the principal use of one or more platted lots in a subdivision;
3. Adult and/or children's day care centers;
4. Foster group home; and

5. Residence hall.

5.8 .D Height, Area, Yard and Lot Coverage Requirements.

1. Single family dwelling.
 2. Minimum lot area: 3,000 ft² .
 3. Minimum lot width and lot frontage: 50 feet.
 4. Minimum lot depth: 60 feet.
 5. Minimum depth of front setback: 15 feet.
 6. Minimum depth of rear setback: 15 feet.
 7. Minimum width of side setback:
 - a. Internal lot: five feet.
 - b. Corner lot: 15 feet from intersecting side street.
 8. Building size:
 - a. Maximum coverage as a percentage of lot area: 40%.
 - b. Single family dwelling: 1,000 ft² .
 9. Accessory buildings:
 - a. Maximum accessory buildings coverage of rear yard: 20%.
 - b. Maximum number of accessory buildings: one.
 - c. Minimum depth of side setback: five feet.
 - d. Minimum depth of rear setback: five feet.
 - e. Minimum depth from the edge of the main building: 12 feet.
 10. Maximum height of structures: 35 feet.
 11. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.
-
- A. Two-to-four family.
 1. Minimum lot area: 7,500 ft² for two dwelling units, plus 1,000 ft² for each additional dwelling unit.
 2. Minimum lot width and lot frontage: 75 feet.
 3. Minimum lot depth: 100 feet.
 4. Minimum depth of front setback: 15 feet.
 5. Minimum depth of rear setback: 15 feet.
 6. Minimum width of side setback:
 - a. Internal lot: six feet.
 - b. Corner lot: 25 feet from intersecting side street.
 7. Building size:
 - a. Maximum coverage as a percentage of lot area: 40%.
 - b. Minimum area of each dwelling unit: 800 ft² .
 8. Accessory buildings:
 - a. Maximum accessory building coverage of rear yard: 20%.
 - b. Maximum area of each accessory building: 200 ft² .
 - c. Maximum number of accessory buildings: one per unit.
 - d. Minimum depth of side setback: five feet.
 - e. Minimum depth of rear setback: five feet.
 - f. Minimum depth from the edge of the main building: 12 feet.
 9. Maximum height of structures: 35 feet.
 10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back

from each yard line at least one foot for each two feet additional height above the height limit in this district.

- B. Townhouse/Condominium.
 - 1. Minimum lot area: 3,000 ft² per unit.
 - 2. Minimum average lot width and lot frontage: 30 feet.
 - 3. Minimum lot depth: 100 feet.
 - 4. Minimum depth of front setback: 15 feet.
 - 5. Minimum depth of rear setback: 15 feet.
 - 6. Minimum width of side setback:
 - a. Internal lot: five feet.
 - b. Corner lot: 25 feet from intersecting side street.
- 7. Building size:
 - a. Maximum building coverage as a percentage of lot area: 40%
 - b. Minimum area of each Townhouse dwelling unit: 800 ft².
 - c. Minimum area of each Condominium of each dwelling unit: 500 ft² for one bedroom or less, plus 125 ft² of floor area for each additional bedroom.
- 8. Accessory buildings:
 - a. Maximum accessory building coverage of rear yard: 20%.
 - b. Maximum area of each accessory building: 200 ft².
 - c. Maximum number of accessory buildings: one per unit.
 - d. Minimum depth of side setback: five feet.
 - e. Minimum depth of rear setback: five feet.
 - f. Minimum depth from the edge of the main building: 12 feet.
- 9. Maximum height of structures: 35 feet.
- 10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.
- 11. Maximum density of Townhome or Condominium Housing within the R-2.5 District shall not exceed 14 units per acres with each unit platted separately.
- 12. Deviations from the required standards within the R-2.5 district will be subject to site plan review by the Planning and Zoning Commission and subsequent approval by City Council. Site plans should include renderings with elevations, a finish schedule and incorporate architectural designs that complement the existing structures of the area of integration.

5.8.E Parking Regulations.

Lots in this District shall provide a minimum of two vehicle parking spaces per dwelling unit, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in Section 154.11 *Parking spaces for vehicles* of this ordinance.

FACTORS TO CONSIDER:

- Compliance with Comprehensive Plan?

- Is application consistent with current city plans?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel - is land large enough and in proper location for proposed use?
- Reasonable Use of Property - does proposed change provide reasonable use of property?
- Zoning has great discretion - deny if applicant has not proven it is in the best interest of City to rezone

ALTERNATIVES

- 1.) Approve the Preliminary Plat.
- 2.) Deny the Preliminary Plat and take actions as authorized by State of Texas Local Government code, Chapter 212, Municipal Regulation of Subdivisions and Property Development as referenced below:

Sec. 212.0091. APPROVAL PROCEDURE: CONDITIONAL APPROVAL OR DISAPPROVAL REQUIREMENTS.

- (a) A municipal authority or governing body that conditionally approves or disapproves a plan or plat under this subchapter shall provide the applicant a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval.
- (b) Each condition or reason specified in the written statement:
 - (1) must:
 - (A) be directly related to the requirements under this subchapter; and
 - (B) include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval, if applicable; and
 - (2) may not be arbitrary.

Plat Application and Checklist

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

Please check the Appropriate Box: Final Plat ☐ Preliminary Plat ☒ Amended Plat ☐ Minor Plat ☐
Residential Replat ☐ Replat ☐ Conveyance Plat ☐

PROPERTY INFORMATION:

Project Name: TERRACES AT CLARK LANE Parcel(s) Tax ID# (Required): R63366
Project Address (Location): 110 CLARK LANE Total Acres: 1.27 ACRES

Previous Project Number (If Applicable): NA

Existing Zoning: R-2.5 # of Existing Lots: 1 # of Existing Units: 1 SINGLE FAMILY HOME

Proposed Zoning: NA # of Proposed Lots: 15 # of Proposed Units: 14

SIGNATURE: Taylor Kanute

Owner Information and Authorization

Name: TAYLOR KANUTE

Company Name: BOSQUE CLARK LLC

Address: 159 S. GROOM ST STEPHENVILLE TX 76401

Telephone: 254-918-7500 Email: TKANUTE@KEENWOODDEVELOPMENTS.COM

- Please Note: e-mail addresses will be used to notify the owner or representative of the status of the plat.

CHECK ONE OF THE FOLLOWING:

- ☒ I will represent the application myself; or
☐ I hereby designate _____ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct. By signing below, I agree that the City of Stephenville (the "City") is authorized and permitted to provide information contained within this application, including the email address, to the public. The City is also authorized and permitted to reproduce any copyrighted information submitted in connection with the application, if such reproduction is associated with the application in response to a Public Information Request.

Owner's Signature: Taylor Kanute Date: _____

STATE OF TEXAS COUNTY OF _____ BEFORE ME, a Notary Public, on this _____ day personally appeared _____ (printed owner's name) the above signed, who, under oath, stated the following: "I hereby certify that I am the owner, for the purposes of this application; that all information submitted herein is true and correct." SUBSCRIBED AND SWORN TO before me, this the _____ day of _____, 20____.

Notary Signature

(seal)



Development Services Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1222 www.stephenvilletx.gov

Plat Application and Checklist

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

ITEMS TO BE SUBMITTED:

- ☒ Application and Checklist.
- ☐ Associated Fee(s): as listed on the Development Review Fee Schedule.
- ☐ Project Narrative: Written proposal for the project.
- ☐ Plats: Plats will be drawn on a sheet size of 24" x 36" with a 3" x 3" clear box in the right hand corner (these are county requirement for filing). Two Mylar and two paper copies are required to be submitted. Smaller or larger sheet size may be accepted only if approved by Director of Planning and Building Departments. Plats will be drawn to a scale no smaller than 1" = 100' unless otherwise approved by the Director. Black and white originals are preferred as color lines are sometimes hard to pick-up via copy.
- ☐ 24" x 36" Engineering/Support Documents (if required) Engineering/support documents are required for all public improvements, including sidewalks. Engineering/support documents will be drawn to a plan view scale not smaller than 1" = 100' with exception to the drainage area map which may be a scale not smaller than 1" = 400' unless otherwise approved by the Director.
- ☐ All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- ☐ Utilities Acceptance Form
- ☐ Plat Checklist: I have reviewed the checklist and all submittals for completeness and accuracy.
- ☐ Digital Submission: All items should be submitted digitally in PDF format.

GENERAL INFORMATION:

A plat is intended to serve as the official recorded map of the property to be developed, showing thereon the boundaries, lots, public streets and easements and other significant public facilities and features which are necessary to serve the development, as required by the Stephenville Subdivision Ordinance. A plat of the property to be subdivided or developed is required of all development to which Stephenville Subdivision Ordinance applies. For a development to be constructed in phases, the plat may include only a portion of the land included in a general development plan and/or preliminary plat.

Applicant information required: the applicant, owner and contact information must be provided in entirety. If multiple design professionals are involved in the preparation of the plat document, list the principal design professional. All correspondence relating to the plat will be directed to the contact designated on the application.

Owner signature: the plat application is required to be signed by the current property owner. If the property owner is not available to sign the application, then a notarized letter of authorization from the property owner is required to be submitted which empowers a designee to sign for the property owner.

Acceptance of plat application: All plat applications will be reviewed for completeness in accordance with this checklist before they are accepted by City Staff. Failure of applicant to provide required information constitutes grounds for refusal of plat acceptance for processing; or staff recommendation of denial when application is scheduled for consideration.



Development Services Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1222 www.stephenvilletx.gov

PLAT SHALL CONTAIN:

On Plat **N/A**

- | | | |
|--------------------------|--------------------------|--|
| ☐ | ☐ | The date, written and graphic scale, north arrow, proposed name of the development, key map showing the location of the development in relation to existing streets and highways and dates of preparation and revisions. |
| ☐ | ☐ | The signature block of the owner or owners of the land included within the plat, acknowledged in the form required for the acknowledgement of deeds. |
| ☐ | ☐ | Name of the subdivider or developer, record owner and surveyor. |
| ☐ | ☐ | Provide a note on the plat stating the purpose of the Plat. |
| ☐ | ☐ | Title Block containing: Proposed name of the subdivision or lot on record, acres in previously platted and unplatted land and total of those acres, survey and jurisdiction (City of Stephenville, County of Erath, Texas, for example). |
| ☐ | ☐ | Proposed name of the subdivision, development or lot on record, which shall not have the same spelling or be pronounced similarly to the name of any other development located on land within the jurisdiction of the city. Developers of phased development shall use the same base name for different sections, identified by a section number. |
| ☐ | ☐ | The development boundary lines, shown by a continuous dark line of sufficient width to be easily identified, as shown by a survey performed by a registered professional land surveyor describing the boundaries of the development by metes and bounds. The survey shall: <ul style="list-style-type: none"> ▪ Locate the boundaries with respect to a corner of the survey or tract or any original corner of the original survey abstract of which it is a part (provide a note of description of the location of the survey abstract). At least one corner shall be tied by course and distance to a corner in a recorded subdivision or to a right-of-way pin at an intersection. (Note describing corner markers should be included); ▪ Describe and locate all permanent survey monuments, pins, and control points and tie and reference the survey corners to the Texas State Plane Coordinate System. ▪ Identify the dimensions of the development with a legal description and bearings and distances on the boundary of the plat. |
| ☐ | ☐ | Location of development by city, county and state. |
| ☐ | ☐ | Please provide a location map showing the relation of the subdivision to streets and other prominent features. |
| ☐ | ☐ | Please show the names of the adjoining subdivisions or the names of the adjoining property owners, together with their respective plat or deed references. |
| ☐ | ☐ | Show boundaries streets and/or right of way on the plat |
| ☐ | ☐ | The exact location, dimension and description of all existing or recorded public or private easements, and public rights-of-way within the development, intersecting or contiguous with its boundary or forming such boundary. |
| ☐ | ☐ | The dimensions of all existing or proposed lots and blocks within the development identified by letter or number running consecutively throughout the development. |

☐ ☐

The exact location, dimensions and description of all proposed public or private easements, parks, other areas, reservations, and other rights-of-way to be dedicated to the public, located within, intersecting or contiguous with its boundary or forming such boundary.



Development Services Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1222 www.stephenvilletx.gov

PLAT SHALL CONTAIN:

- | | | |
|--------------------------|--------------------------|--|
| ☐ | ☐ | All proposed street right of ways or changes to be made in existing right of ways shall be described with accurate bearings or deflecting angles and radii, area and central angle, degree of curvature, tangent distance and length of all curves where appropriate, and the primary control points. |
| ☐ | ☐ | Approved name and dimensioned width of each street right of way. Street names are required for all newly created streets on the final plat document. Please note that street names will not be considered "reserved" prior to the submission of a final plat document. |
| ☐ | ☐ | Show centerline of existing streets. Dimension from centerline to edge of existing right-of-way and from centerline to edge of proposed right-of-way. |
| ☐ | ☐ | Existing and proposed easements – labeled, dimensioned, and instrument used to create or abandon such easements. |
| ☐ | ☐ | The identification, location and size of all existing gas, petroleum, or similar common carrier easements located within or on the boundary of the development. If no easements or pipelines are located on the property, add a note to that effect. |
| ☐ | ☐ | Boundary lines of open spaces to be dedicated or granted for use by the public or inhabitants of the development. Parkland dedications should be noted. |
| ☐ | ☐ | Reference by record name to recorded subdivision plats or adjoining platted land with recording information. |
| ☐ | ☐ | Label lots in or adjacent to a floodplain or adjacent to a drainage easement and in other locations if required by the City Engineer with the following: "minimum finished floor elevations required." |
| ☐ | ☐ | Provide a note on the plat stating: <u>"The minimum finished floor elevations shall be provided when a building permit application is submitted. The minimum finished floor elevations shall be based on the current FEMA data. The minimum finished floor elevations shall be stated as mean sea level."</u> |
| ☐ | ☐ | All required dedication and certification statements. |
| ☐ | ☐ | Certification that basic documentation has been set in order to determine location of public improvements. |
| ☐ | ☐ | Signature block for approving body. |
| ☐ | ☐ | Traffic Impact Analysis (TIA) may be required at the time of Preliminary Plat submittal for all site developments. For phased developments, the TIA shall include an analysis for each phase of the development and the threshold for the TIA shall be for the entire development. <ul style="list-style-type: none"> ○ Threshold for a Traffic Impact Analysis: <ul style="list-style-type: none"> ○ Residentially zoned Subdivisions that are projected to generate more than 1,000 new average daily trips (ADT) shall require a TIA. ○ Office zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA. ○ Nonresidential zoned Subdivisions that are projected to generate more than 2,500 new average daily trips (ADT) shall require a TIA. ○ Industrial zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA. |

REQUIREMENTS FOR RECORDING FINAL PLAT:

- ☐ ☐ Plats shall be filed prior to formal acceptance of any public improvements and prior to issuance of building permits. In order to comply with the county's plat filing requirements, the following must be completed on the final plat document.
- ☐ ☐ All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- ☐ ☐ All stamps and seals must be legible.
- ☐ ☐ Tax certificates are required with the filing of each plat from all taxing entities.
- ☐ ☐ All property owner signatures must be original and acknowledged (notary public) and each name must be printed below each signature.

This document contains a summary list of requirements for a Plat submittal. Additional documents may be requested. For detailed information, visit our website at www.stephenvilletx.gov. Below is a quick reference guide to help in your navigation to more detailed information.

Stephenville Subdivision Ordinance

<http://www.stephenvilletx.gov/wp-content/uploads/2018/01/1-2-18-Adopted-Subdivision.pdf>

Stephenville Engineering Standards Manual

www.stephenvilletx.gov/wp-content/uploads/2018/01/Engineering-Standards-Manual-2018_01-02-ADOPTED.pdf

Stephenville 2030 Comprehensive Plan

www.stephenvilletx.gov/2030-comprehensive-plan/

Forms and Documents

<http://www.stephenvilletx.gov/residents/forms/>

Fees (others may be applicable):

Subdivision Filing Fees:

Preliminary Plat (per plat)	\$200.00 (per lot) \$10.00
Final Plat (per plat)	\$200.00 (per lot) \$10.00
Replat (per plat)	\$200.00
Site Development Plan (per plan)	\$200.00 (water, sewer, streets, storm drain engineering review)



City of Stephenville

Utilities Acceptance Form

Item 2.

Project Name: _____ Date: _____

Owner/Developer: _____

Prior to presenting a plan to the City for initiation of the platting process, the developer is asked to have the utilities listed below to offer their comments. The developer is to present this form and a copy of the plan to each of the utilities listed below. The utility in turn is asked to sign and stamp the form below indication that they have reviewed and accept the final plat.

1. Oncor Electric: Official: _____
SEAL OR STAMP and comments

2. Atmos Gas: Official: _____
SEAL OR STAMP and comments

3. CenturyLink Telephone: Official: _____
SEAL OR STAMP and comments

4. Water Utilities: Official: _____
SEAL OR STAMP and comments

5. Northland Cable T.V.: Official: _____
SEAL OR STAMP and comments

6. Progressive Waste: Official: _____
SEAL OR STAMP and comments



Development Services Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1213 www.stephenvilletx.gov

Plat Format

The diagram illustrates the layout of a plat, with numbered sections corresponding to the list below:

- 1**: North Arrow and Scale
- 2**: Legend
- 3**: Vicinity Map
- 4**: Legal Description/Metes and Bounds
- 5**: Title Block
- 6**: Purpose Statement
- 7**: Standard Notations
- 8**: Certificates
- 9**: Map area showing lots and tracts
- 10**: Table for lot data
- 11**: State Plane Coordinates

1. North Arrow and Scale
2. Legend
3. Vicinity Map
4. Legal Description/Metes and Bounds
5. Title Block to include the following information:
 - a. Proposed name of subdivision with section or sequencing designation, as appropriate
 - b. Acreage of proposed subdivision
 - c. Applicant name, address, and phone number
 - d. Tract designation, abstract and other description according to the real estate records for the City or County
 - e. Total number of lots, and designation and amounts of land of the proposed uses within the subdivision
6. Purpose Statement (not required for preliminary-final plats)
7. Standard Notation

8. Certificates

Certification by a public surveyor registered in the state, that the plat represents a survey made by him or under their direct supervision, and that all the monuments shown thereon actually exist, and that their location, size and material are correctly shown;

A certificate of ownership and dedication, on a form approved by the director of planning, of all streets, alleys, parks, open spaces and public ways to public use forever, signed and acknowledged before a notary public by the owner and any and all lienholders of the land, and a complete and accurate description of the land subdivided and dedications made;

Approval Certificate by proper party

9. Plat Graphic**10. Curve and Line Table****11. Official Monuments**
Staff Contact Information:
Director of Development Services

Steve Killen

Office: (254)918-1222

Email: skillen@stephenvilletx.gov

Building Official

Harold Sandel

Office: (254)918-1214

Email: hsandel@stephenvilletx.gov

Permit Technician

Tina Cox

Office: (254)918-1213

Email: tc Cox@stephenvilletx.gov

Fire Marshal

Gregg Schruppf

Office: (254)918-1250

Email: GSchrumpf@stephenvilletx.gov

Public Works Director

Nick Williams

Office: (254)918-1292

Email: nwilliams@stephenvilletx.gov

City Engineer

Nick Williams

Office: (254) 918-1292

Email: nwilliams@stephenvilletx.gov

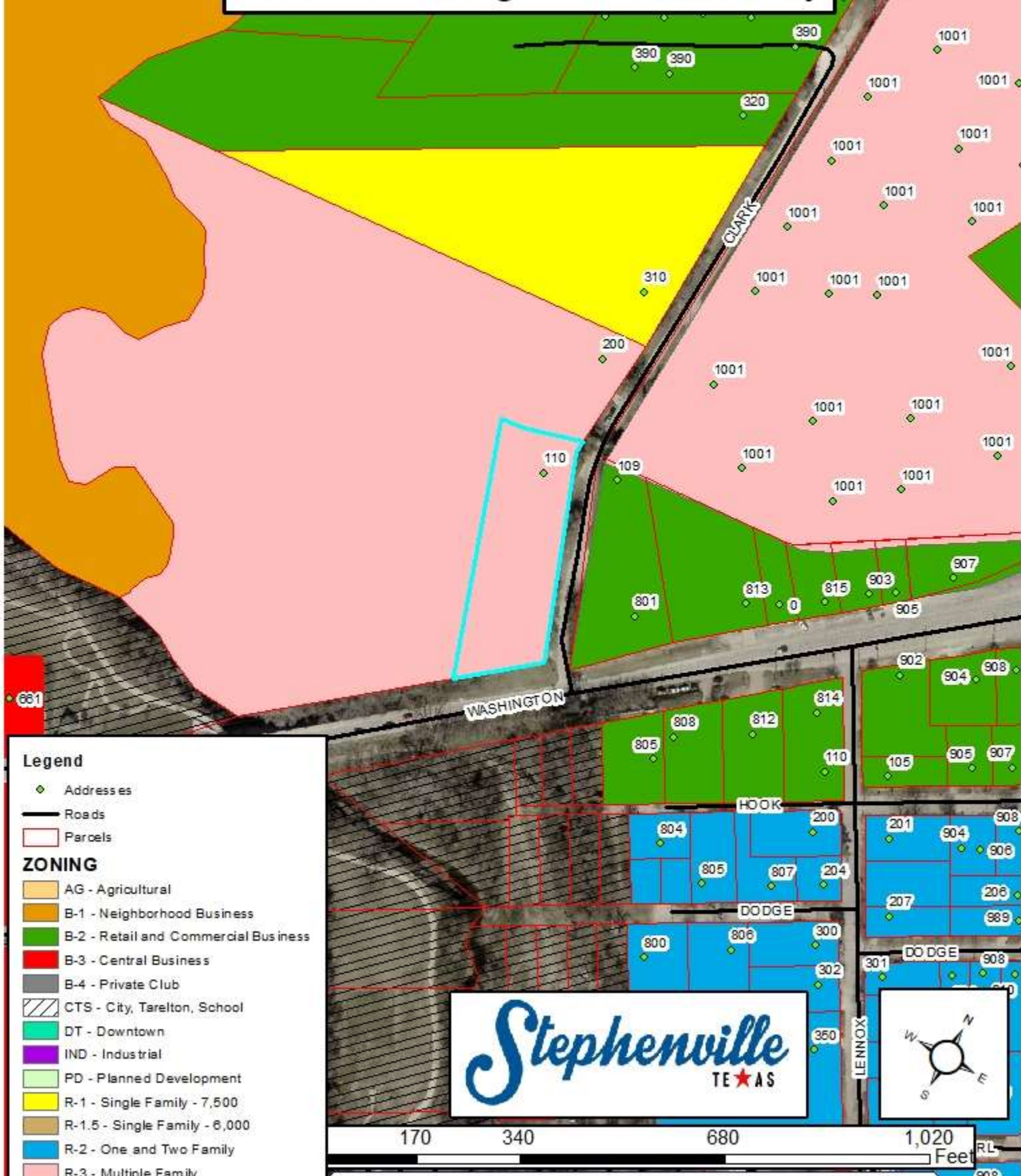
Item 2.



Parcel ID R63366

Current Zoning - R3 Multifamily

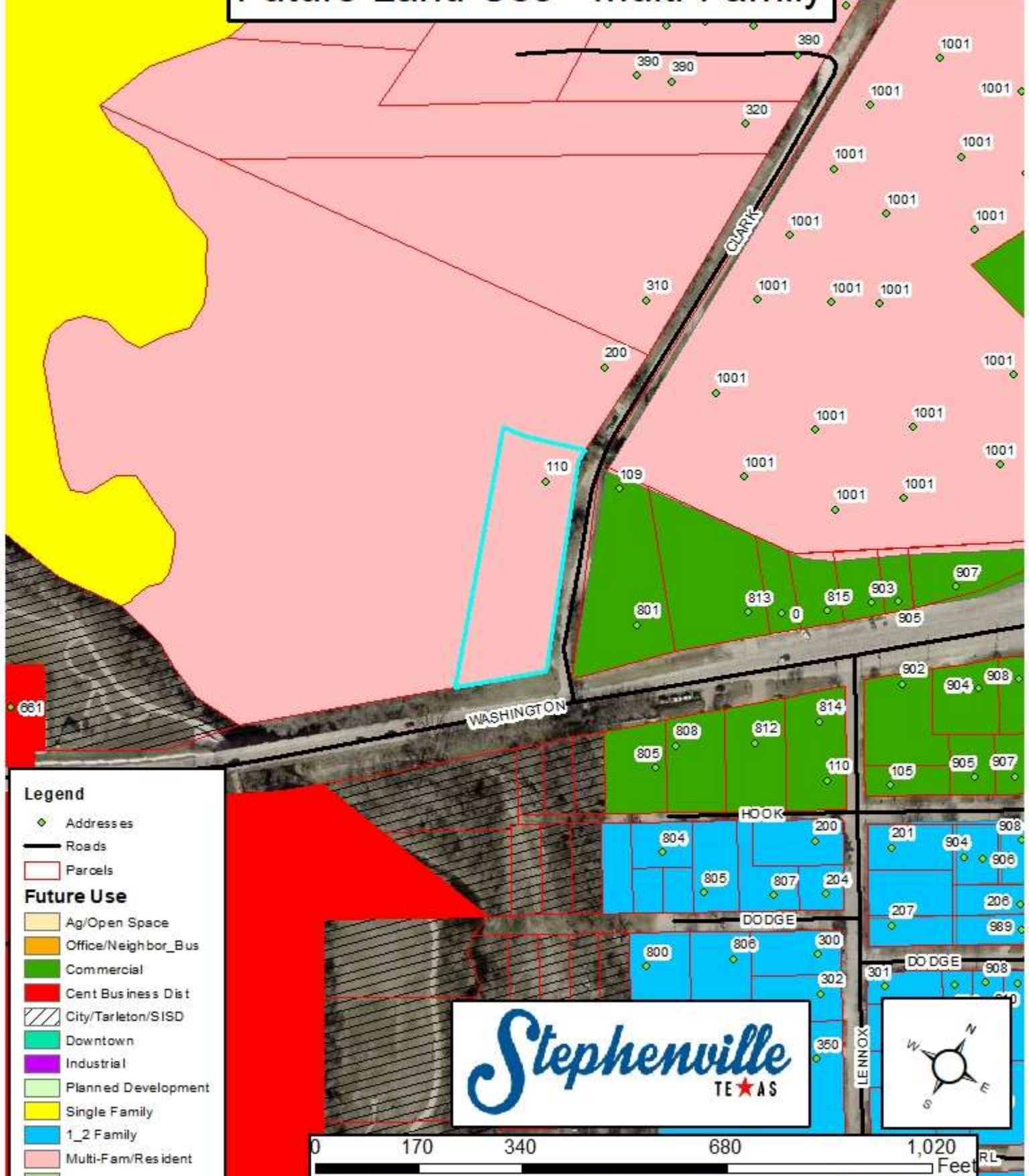
Item 2.



The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel ID R63366 Future Land Use - Multi-Family

Item 2.



Legend

- ◆ Addresses
- Roads
- Parcels
- Future Use**
- Ag/Open Space
- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
- Manufact Homes

Stephenville
TEXAS

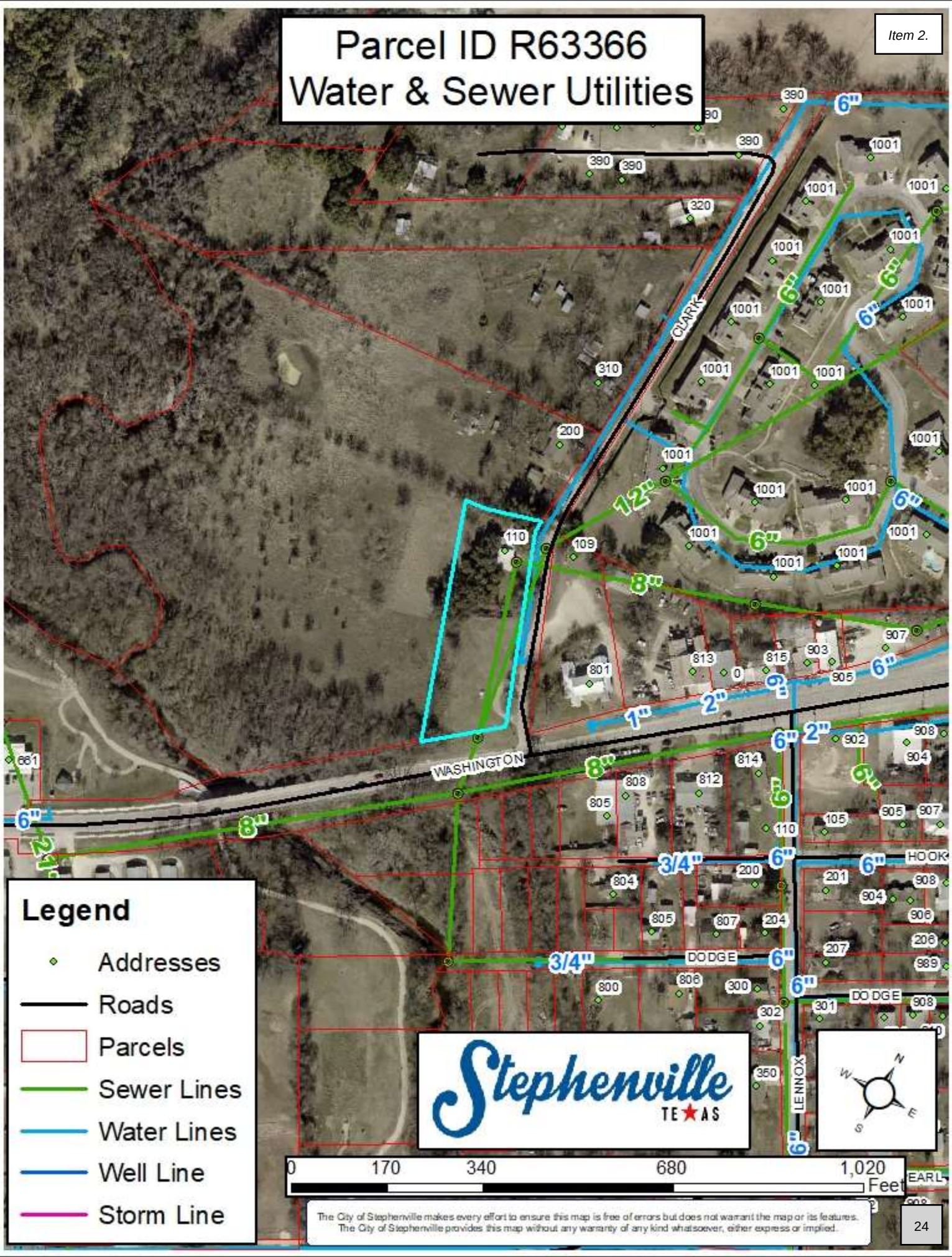


0 170 340 680 1,020 Feet

The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

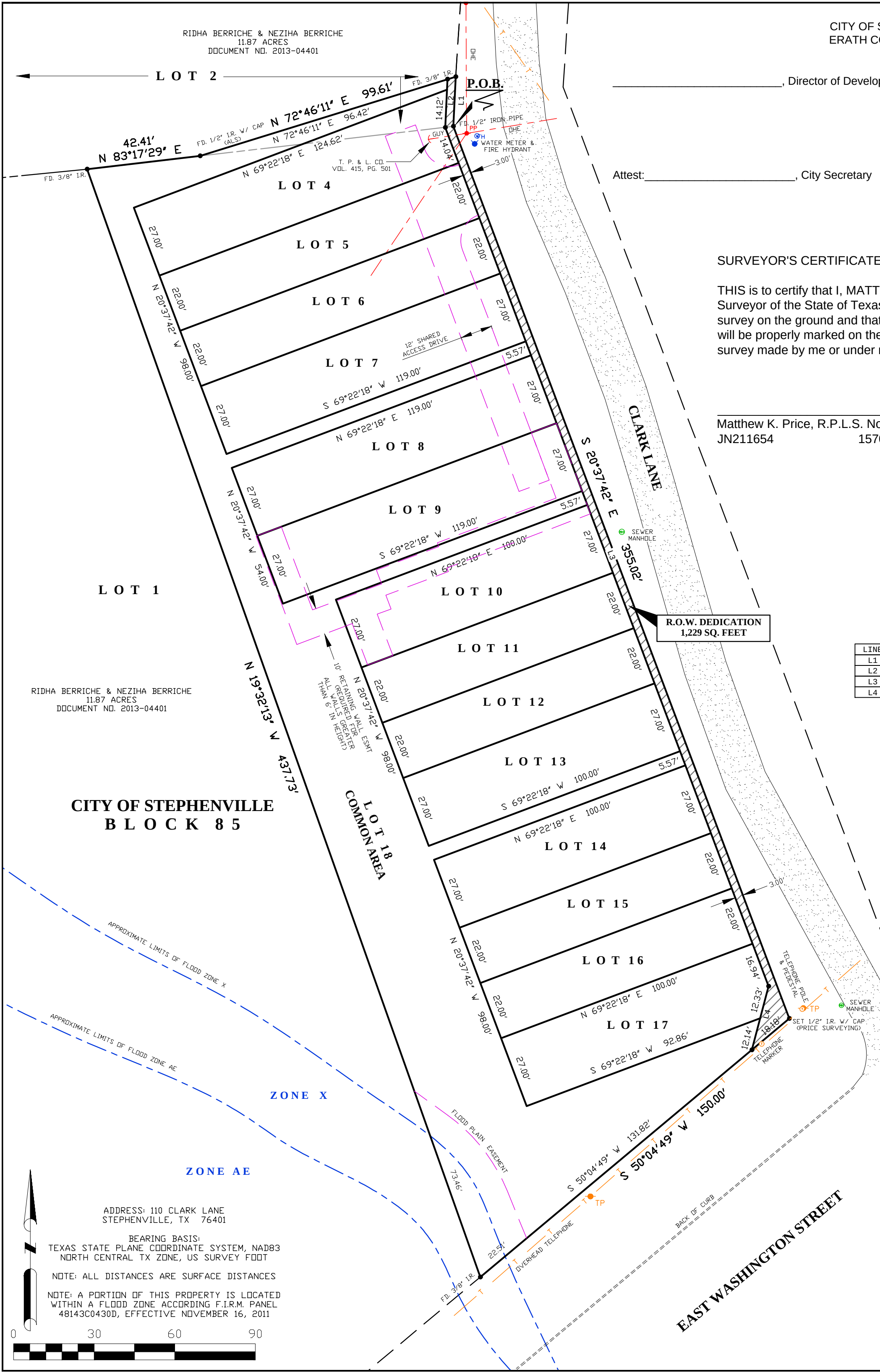
Parcel ID R63366 Water & Sewer Utilities

Item 2.



Parcel R63366 200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000029896	801 E WASHINGTON	AMERICAN LEGION POST#240	PO BOX 184	STEPHENVILLE	TX	76401-0000
R000029903	1001 E WASHINGTON	AUGUSTA HILLS L P	15 LAKE DRIVE	ROUND ROCK	TX	78665
R000029908	200 CLARK LN	BERRICHE RIDHA & NEZIHA	8617 JONQUIL DR	WACO	TX	76708
R000029910	310 CLARK LN	CHANDLER WILLIAM HOWARD & HEIDI N OLSEN	PO BOX 1923	STEPHENVILLE	TX	76401
R000028702	0 E WASHINGTON	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028700	0 E WASHINGTON	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028701	0 E WASHINGTON	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000029895	0 E WASHINGTON	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000063366	110 CLARK LN	HAYES KENNETH & LORA A	26682 E RIVER RD	SPLENDORA	TX	77372-4252
R000028699	805 E HOOK	MONK JACKIE & CARLA	PO BOX 36	CARLTON	TX	76436
R000029898	813 E WASHINGTON	ROBITAILLE CHARLES & MARILYN	300 E SOUTH LOOP	STEPHENVILLE	TX	76401-0000



CITY OF STEPHENVILLE
ERATH COUNTY, TEXAS

_____, Director of Development Services

_____, Date of Approval

Attest: _____, City Secretary

_____, Date

SURVEYOR'S CERTIFICATE

THIS is to certify that I, MATTHEW K. PRICE, A Registered Professional Land Surveyor of the State of Texas, have platted the above property from an actual survey on the ground and that all lot corners, angle points, and points of curve will be properly marked on the ground, and that this plat correctly represents that survey made by me or under my direct supervision during SEPTEMBER 2021.

Matthew K. Price, R.P.L.S. No. 6284
JN211654 15708.CRD

PROPERTY DEED
GARRY Z. LUKER
1.27 ACRES
DOCUMENT NO. 2021-07532

LINE	BEARING	DISTANCE
L1	S 02°48'50" W	18.50'
L2	S 02°48'50" W	18.03'
L3	S 20°37'42" E	341.69'
L4	S 14°43'34" W	24.47'

LAND DESCRIPTION

Of a 1.269 acres tract of land out of Lot 1 and Lot 2 in Block 85 of the City of Stephenville, Erath County, Texas, according to King's 1956 Map of Stephenville, adoption and dedication thereof recorded in Volume 381, Page 105 of the Deed Records of Erath County, Texas; being all of a certain 1.27 acres tract deeded to Kenneth W. Hayes and Lora A. Hayes in Volume 1317, Page 1135 of the Official Public Records of Erath County, Texas; and being further described by metes and bounds as follows:

Beginning at a found 1/2" iron pipe in the west line of Clark Lane, at the northeast corner of said Lot 1 and at the southeast corner of said Lot 2, for the beginning corner of this tract.

Thence along the west line of said Clark Lane, S. 20 deg. 37 min. 42 sec. E. 355.02 feet to a set 1/2" iron rod with cap (PRICE SURVEYING) in the northwest right of way line of East Washington Street and at the southeast corner of said Lot 1, for the southeast corner of this tract.

Thence with the northwest right of way line of said East Washington Street, S. 50 deg. 04 min. 49 sec. W. 150.00 feet to a found 3/8" iron rod in the south line of said Lot 1 and at the southerly southeast corner of a certain 11.87 acres tract deeded to Ridha Berriche and Neziha Berriche in Document No. 2013-04401 of said Official Public Records, for the southwest corner of this tract.

Thence leaving said East Washington Street, N. 19 deg. 32 min. 13 sec. W. 437.73 feet to a found 3/8" iron rod in the north line of said Lot 1, in the south line of said Lot 2 and at an inner corner of said 11.87 acres tract, for the northwest corner of this tract.

Thence with the common line of said Lot 1 and said Lot 2, N. 83 deg. 17 min. 29 sec. E. 42.41 feet to a found 1/2" iron rod with cap (ALS), for a corner of this and said 11.87 acres tract.

Thence N. 72 deg. 46 min. 11 sec. E. 99.61 feet to a found 3/8" iron rod in the east line of said Lot 2, in the west line of said Clark Lane and at the easterly southeast corner of said 11.87 acres tract, for the northeast corner of this tract. Thence along the west line of said Clark Lane, S. 02 deg. 48 min. 50 sec. W. 18.50 feet to the place of beginning.

OWNER'S CERTIFICATE

Now therefore know all men by these presents:

That, Garry Z. Luker, owner, does hereby adopt this replat designating the herein described property as Lots 4 thru 18 in Block 85 of the City of Stephenville, Erath County, Texas, and do hereby dedicate to the Public use forever, the streets and easements shown thereon. The streets are dedicated for street purposes. The easements, as shown, are dedicated for the public use forever, for the purposes indicated on this plat. In addition, utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to particular utilities, said use by public utilities being subordinate to the Public's and City's use thereof. Any public utility, including the City, shall have the right to move and keep moved all or part of any building, fences, trees, shrubs, other growths on any of the easements or Right-of-Way shown on the Plat (or filed by separate instrument that is associated with said property); and any public utility, including the City, shall have the right at all times of ingress and egress to and from and upon said easements for the purpose of construction, reconstruction, inspection, 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. Easements shall be maintained by property owners. The City can move trees or any other improvements and does not have the responsibility to replace them.

This plat approved, subject to all platting ordinances, rules, regulations and resolutions of The City of Stephenville, Erath County, Texas.

Witness my hand, This the _____ day of _____, 20____

STATE OF TEXAS

COUNTY OF _____

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared _____, known to me to be the person(s) whose name(s) is(are) subscribed to the foregoing instrument, and acknowledged to me that he (she) (they) executed the same for the purposes and consideration therein expressed and in the capacity stated.

GIVEN under my hand and seal of office this _____ day of _____, 20____

Signature

My Commission Expires On

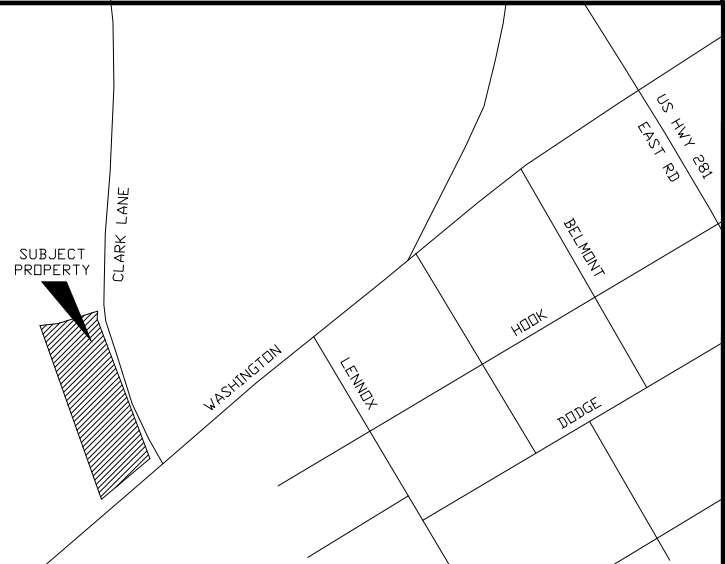
OWNER

Garry Z. Luker
P.O. Box 936
Granbury, TX 76048

SURVEYOR

Matthew K. Price
Price Surveying, LP
FIRM# 10194051
1100 E Washington Street
Stephenville, TX 76401
254-965-5489

VICINITY MAP
(NOT TO SCALE)



REPLAT

LOTS 4 THRU 18, BLOCK 85
CITY OF STEPHENVILLE

OF A 1.269 ACRES TRACT OF LAND OUT OF LOT 1 AND LOT 2 IN BLOCK 85 OF THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, ACCORDING TO KING'S 1956 MAP OF STEPHENVILLE, ADOPTION AND DEDICATION THEREOF RECORDED IN VOLUME 381, PAGE 105 OF THE DEED RECORDS OF ERATH COUNTY, TEXAS



STAFF REPORT

SUBJECT: Case No.: PP 2021-006

Applicant Reece Flanagan with Flanagan Land Solutions, representing Cowtown Properties, LLC, is requesting approval of a preliminary plat and Planning and Zoning Commission (P&Z) recommendation for Council approval of the development plan for property located at **525 Collins, Parcel R33237**, of SHAPARD & COLLINS, BLOCK 6, LOT 1 & 2 & A0032 BLAIR JOHN of the City of Stephenville, Erath County, Texas.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

RECOMMENDATION:

Staff recommends approval of the preliminary plat with the following conditions as required by The Subdivision Ordinance, Chapter 155.04.05 of the City of Stephenville Code of Ordinances:

1. Use the City's standard plat language.
2. Place notes in a Plat Note format.
3. Label spaces between building blocks and show dimensions.
4. Collins and Race Streets will require 50' ROW – additional dedications needed.
5. Add a plat note that common areas are privately maintained. Common area require the establishment of a HOA.
6. Dedicated utility easements are not shown. Approval to place utilities under private streets to be approved by Public Works.

BACKGROUND:

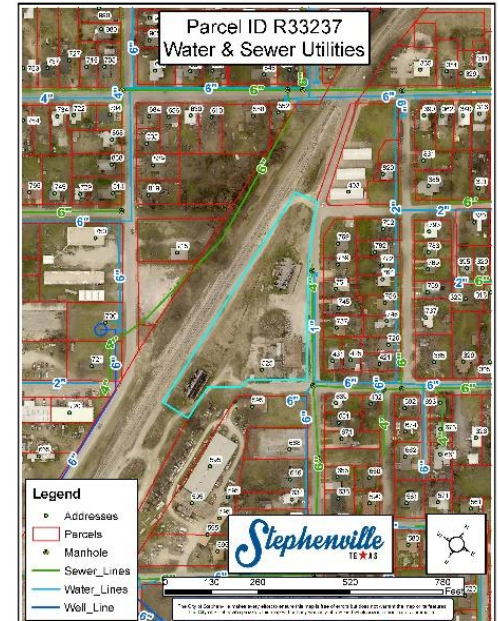
APPLICANT REQUEST:

On August 18, 2021, the applicant presented the Conceptual Plan to the P&Z for an intended townhome development. The concept plan proposed 43 units on 2.62 acres (density of 16.41 units per acre) with 86 parking spaces and 37 guest spaces. P&Z recommended that Council approve the proposed rezone from Industrial (IND) to Planned Development District (PD).

The rezone from IND to PD was approved by City Council on November 2, 2021.

The applicant is now requesting approval of the Preliminary Plat and recommendation from P&Z for City Council approval of the development plan. Sections 8.H through 8.L outline the requirements that must be met to approve the development plan.

PROPERTY PROFILE



Located west of North Graham Street between West Frey Street and West Tarleton Street

DESCRIPTION OF APPROVED ZONING

Sec. 154.08. Planned development district (PD).

8.A Description.

- (1) Planned development districts are designed for greater flexibility and discretion in the application of residential and non-residential zoning and for increased compatibility and the more effective mitigation of potentially adverse impacts on adjacent land than in possible under standard district regulations. It is recognized that it is desirable for certain areas of the city to be developed in accordance with development plans prepared and approved as a part of the ordinance authorizing the zoning necessary for the proposed development.
- (2) Improvements in a "PD" District are subject to conformance with a development plan approved by the City Council on Planning and Zoning Commission recommendation and after public hearing thereon. No development plan may increase gross density in excess of that allowed by the base district.

8.B Permitted Uses. In a PD Development District, no land shall be used and no building shall be installed, erected for/or converted to any use other than a hereinafter provided.

NON-RESIDENTIAL PLANNED DEVELOPMENTS. Considered appropriate where the following conditions prevail:

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Non-residential uses are situated such that an appreciable amount of land is available for open space or joint use as parking space and is integrated throughout the planned development;
- (3) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;

- (4) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional non-residential projects; and
- (5) The project provides a compatible transition between adjacent existing single-family residential projects and provides a compatible transition for the extension of future single-family projects into adjacent undeveloped areas.

RESIDENTIAL PLANNED DEVELOPMENT. Considered appropriate where the following conditions prevail:

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Dwelling units are situated such that an appreciable amount of land for open space is available and is integrated throughout the planned development;
- (3) The project utilizes an innovative approach in lot configuration and mixture of single-family housing types;
- (4) Higher densities than conventional single-family projects of the same acreage is achievable with appropriate buffering between existing conventional single-family developments and increased open space;
- (5) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;
- (6) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional single-family projects; and
- (7) The project provides a compatible transition between adjacent existing conventional single-family residential projects and provides a compatible transition for the extension of future conventional single-family projects into adjacent undeveloped areas.

8.C Prohibited Uses.

- (1) Any building erected or land used for other than the use shown on the Planned Development Site Plan, as approved by the City Council.
- (2) Any use of property that does not meet the required minimum lot size; front, side and rear yard dimensions; and/or lot width, or exceeds the maximum height, building coverage or density per gross acreage as shown in the development's recorded Planned Development Site Plan, as approved by City Council.
- (3) Any use deemed by the City Council as being detrimental to the health, safety or general welfare of the citizens of Stephenville.

8.D Ownership. An application for approval of a Planned Development Plan under the Planned Development District regulations may be filed by a person having legal ownership of the property to be included in the Development Plan. In order to ensure unified planning and development of the property, the applicant shall provide evidence, in form satisfactory to the City Attorney, prior to final approval of the Development Plan, that the property is held in single ownership or is under single control. Land shall be deemed to be held in single ownership or under single control if it is in joint tenancy, tenancy in common, a partnership, a trust or a joint venture. The Development Plan shall be filed in the name(s) of the record owner(s) of the property, which shall be included in the application.

8.E Development Schedule.

- (1) An application for a Planned Development District shall be accompanied by a development schedule indicating the approximate date on which construction is expected to begin and the rate of anticipated development to completion. The development schedule, adopted and approved by

the City Council, shall become part of the Planned Development Ordinance and shall be adhered to by the owner, developer and their assigns or successors in interest.

- (2) Annually, upon the anniversary date, or more frequently if required, the developer shall provide a written report to the Planning and Zoning Commission concerning the actual development accomplished as compared with the development schedule.
- (3) The Planning and Zoning Commission may, if in its opinion the owner or owners of the property are failing or have failed to meet the approved development schedule, initiate proceedings to amend the Official Zoning map or the Planned Development District by removing all or part of the Planned Development District from the Official Zoning Map and placing the area involved in another appropriate zoning district. After the recommendation of the Planning and Zoning commission and for good cause shown by the owner and developer, the City Council may extend the development schedule as may be indicated by the facts and conditions of the case.

8.F Plat Requirements. No application for a building permit for the construction of a building or structure shall be approved unless a plat, meeting all requirements of the City of Stephenville has been approved by the City Council and recorded in the official records of Erath County.

8.G Concept Plan. The applicant for any PD Planned Development shall submit a concept plan to the Planning and Zoning Commission for review prior to submitting a Development Plan. The concept plan shall contain appropriate information to describe the general land use configuration, proposed densities or lot sizes, proposed amenities and proposed regulation.

8.H Development Plan Approval Required. No building permit or certificate of occupancy shall be issued and no use of land, buildings or structures shall be made in the "PD" District until the same has been approved as part of a development plan in compliance with the procedures, terms and conditions of this section of the ordinance.

8.I Approval Procedures.

- (1) An application for development plan approval shall be filed with the Director of Community Development accompanied by a development plan.
- (2) The procedures for hearing a request for a zoning change to "PD" shall be the same as for a requested change to any other district as set forth Section 20 of the Zoning Ordinance.
- (3) Any substantive revision to a development plan between the public hearing before the Planning and Zoning Commission and the public hearing before the City Council shall necessitate the development plan being referred back to the Planning and Zoning Commission for review and evaluation unless the revision constitutes a minor change as provided below, or the change was condition of the approval.
- (4) Any revisions to the development plan after the public hearing before the City Council shall be submitted to the Director of Community Development for distribution, review and written evaluation by city staff prior to submission to and approved by the City Council.
- (5) Minor changes to an approved development plan, which will not cause any of the following circumstances to occur, may be authorized by the Director of Community Development or his or her designee:
 - (a) A change in the character of the development;
 - (b) An increase in the gross floor areas in structures;
 - (c) An increase in the intensity of use;
 - (d) A reduction in the originally approved separations between buildings;

- (e) Any adverse changes in traffic circulation, safety, drainage and utilities;
 - (f) Any adverse changes in such external effects on adjacent property as noise, heat, light, glare, vibration, height scale or proximity;
 - (g) A reduction in the originally approved setbacks from property lines;
 - (h) An increase in ground coverage by structures;
 - (i) A reduction in the ratio of off-street parking and loading space; and
 - (j) A change in the size, height, lighting or orientation of originally approved signs.
- (6) The decision of the Director of Community Development or his or her designee as to whether minor changes are being requested may be appealed to the Planning and Zoning Commission. Any change deemed not to be minor change, as indicated above, shall be processed as a new application in accordance with the provisions of this section and Section 20.1 of the Zoning Ordinance.

8.J Development Plan Requirements. The development plan submitted in support of a request for development plan approval shall contain sufficient information delineating the characteristics of the site, changes in those characteristics as may be proposed by the development, how the development will relate to public services and facilities and what protection features are included to insure that the development will be compatible with existing and allowable development on adjacent property. The development plan shall show at least the following items of information:

- (1) The location of all existing and planned non-single-family structures on the subject property;
- (2) Landscaping lighting and/or fencing and/or screening of common areas;
- (3) General locations of existing tree clusters, providing average size and number and indication of species;
- (4) Location and detail of perimeter fencing if applicable;
- (5) General description/location of ingress and egress with description of special pavement treatment if proposed;
- (6) Off-street parking and loading facilities, and calculations showing how the quantities were obtained for all non single-family purposes;
- (7) Height of all non-single-family structures;
- (8) Proposed uses;
- (9) Location and description of subdivision signage and landscaping at entrance areas;
- (10) Street names on proposed streets;
- (11) Proposed minimum area regulations including, set-backs, lot-sizes, widths, depths, side-yards, square footage or residential structures;
- (12) Indication of all development phasing and platting limits; and
- (13) Such additional terms and conditions, including design standards, as the Planning and Zoning Commission and the City Council deem necessary.

8.K Conditions for Development Plan Approval.

- (1) A development plan shall be approved only if all of the following conditions have been found during the review and process:
 - (a) That the uses will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values with the immediate vicinity;

- (b) That the establishment of the use or uses will not impede the normal and orderly development and improvements of surrounding vacant property;
 - (c) That adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
 - (d) That the design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
 - (e) That adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
 - (f) That directional lighting will be provided so as not to disturb or adversely affect neighboring properties.
- (2) In approving a development plan, the City Council may impose additional conditions necessary to protect the public interest and welfare of the community.

8.L Additional Conditions. Every Planned Development District approved under the provisions of this Ordinance shall be considered as an amendment to the Ordinance as applicable to the property involved. In an approved Planned Development District, the City Council may impose conditions relative to the standard of development, and such conditions shall be complied with before a certificate of occupancy is issued for the use of the land or any structure which is part of the Planned Development District; and such condition shall not be construed as conditions precedent to the approval of the zoning amendment, but shall be constructed as conditions precedent to the granting of a certificate of occupancy.

8.M Revocation.

- (1) Approval of a development plan may be revoked or modified, after notice and hearing, for either of the following reasons:
 - (a) Approval was obtained or extended by fraud or deception; or
 - (b) That one or more of the conditions imposed by the City Council on the development plan has not been met or has been violated.
- (2) Development controls:
 - (a) The City Council may impose more restrictive requirements than those proposed in the development plan in order to minimize incompatibilities;
 - (b) A "PD" District shall have a minimum lot area of not less than one acre under unified control;
 - (c) The parking requirements of the Zoning Ordinance shall apply to all uses in the "PD" District unless otherwise specified on the development plan; and
 - (d) "PD" provisions may vary setbacks with approval.

FACTORS TO CONSIDER:

- Compliance with Comprehensive Plan?
- Is application consistent with current city plans?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts

- Size and Location of Parcel - is land large enough and in proper location for proposed use?
- Reasonable Use of Property - does proposed change provide reasonable use of property?
- Zoning has great discretion - deny if applicant has not proven it is in the best interest of City to rezone

ALTERNATIVES

Request for approval of Preliminary Plat

- 1.) Approve the Preliminary Plat.
- 2.) Take actions as authorized by State of Texas Local Government code, Chapter 212, Municipal Regulation of Subdivisions and Property Development as referenced below:

Sec. 212.0091. APPROVAL PROCEDURE: CONDITIONAL APPROVAL OR DISAPPROVAL REQUIREMENTS.

- (a) A municipal authority or governing body that conditionally approves or disapproves a plan or plat under this subchapter shall provide the applicant a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval.
- (b) Each condition or reason specified in the written statement:
 - (1) must:
 - (A) be directly related to the requirements under this subchapter; and
 - (B) include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval, if applicable; and
 - (2) may not be arbitrary.

Parcel ID R33237
200 ft. Buffer

Item 3.

Legend

- Addresses
- R33237 Buffer
- Parcels

Stephenville
TEXAS

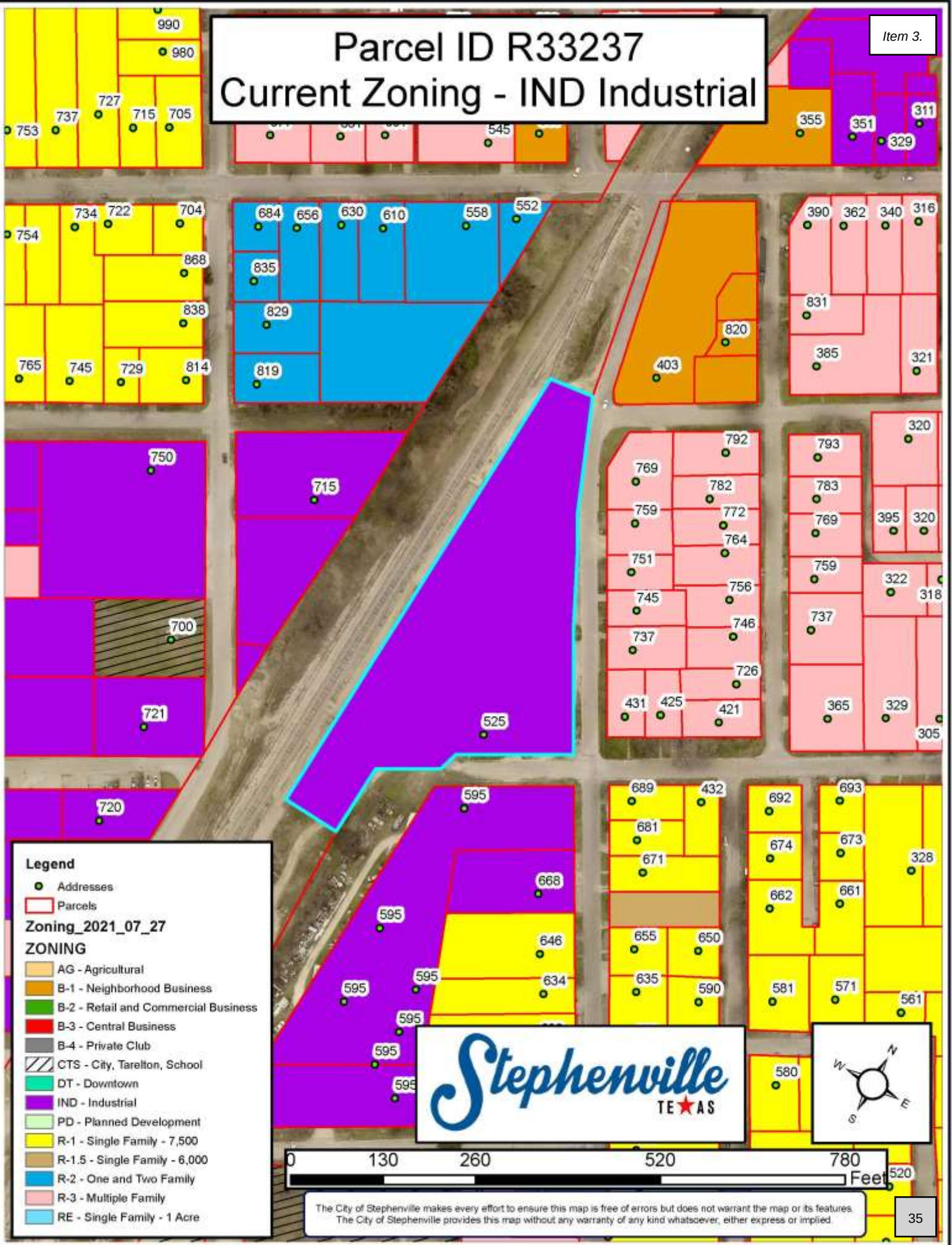


0 130 260 520 780 520 Feet

The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

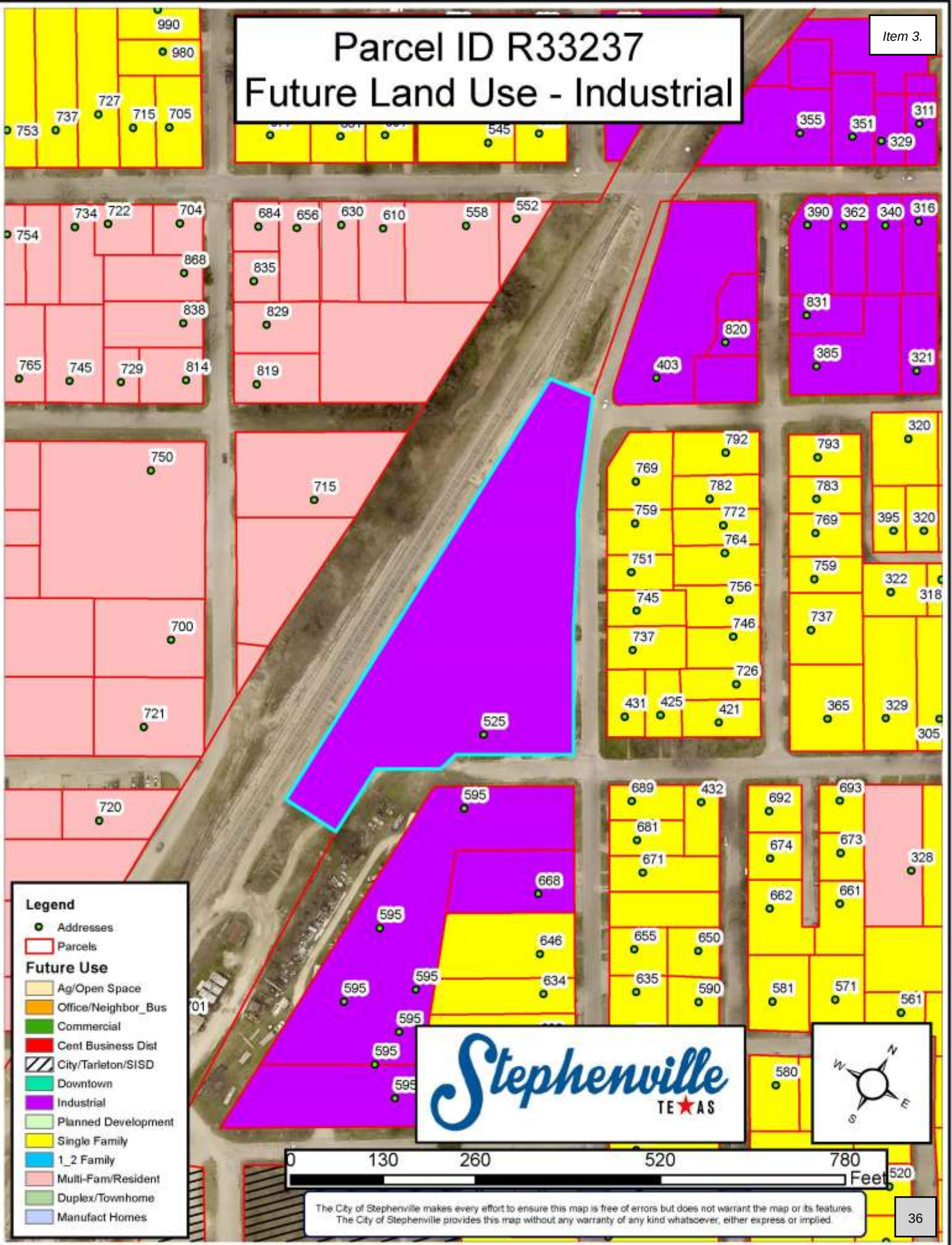
Parcel ID R33237 Current Zoning - IND Industrial

Item 3.



Parcel ID R33237 Future Land Use - Industrial

Item 3.



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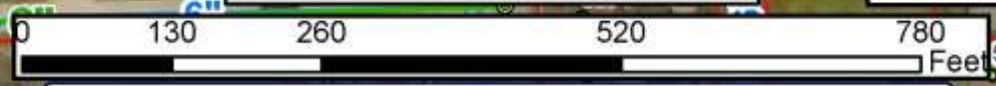
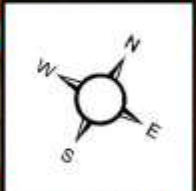
Parcel ID R33237 Water & Sewer Utilities

Item 3.



Legend

- Addresses
- ▭ Parcels
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line



The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel R33237 Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000033232	746 BARTON	AGUILAR ISIDRO ARMANDO & EVERADO	746 N BARTON ST	STEPHENVILLE	TX	76401
R000042859	400 W SHIRLEY	BACHUS JAMES O FAMILY TRUST	PO BOX 552	STEPHENVILLE	TX	76401-0552
R000033213	810 BARTON	BACHUS JAMES P FAMILY TRUST	PO BOX 552	STEPHENVILLE	TX	76401-7640
R000033268	690 N PADDOCK	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000076895	0 N PADDOCK	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000033226	421 W COLLINS	COLTON CARVER & JORDAN A	421 W COLLINS	STEPHENVILLE	TX	76401
R000033237	525 W COLLINS	COWTOWN PROPERTIES LLC	3745 BELLAIRE DR SOUTH	FORT WORTH	TX	76109
R000033214	820 BARTON	ELSNER PAMELA D	820 N BARTON	STEPHENVILLE	TX	76401
R000033224	756 N BARTON	EQUITY TRUST COMPANY FBO SCOTT VOSS IRA	112 WHITNEY DR	HICKORY CREEK	TX	75065
R000014966	0 N PADDOCK & VANDERBILT	FORT WORTH & WESTERN RAILROAD	6300 RIDGLEA PLACE STE 1200	FORT WORTH	TX	76116-5738
R000033245	558 W FREY	FOSTER DAVID	558 W FREY	STEPHENVILLE	TX	76401
R000033223	772 BARTON	GONZALES DANIEL CECILIO & GERARDO CECILIO	580 SECOND	STEPHENVILLE	TX	76401
R000033241	646 N RACE	GRAY-MANDALA ANTHONY	646 N RACE ST	STEPHENVILLE	TX	76401
R000033269	721 W JONES	HALE RICK	150 N HARBIN DR SUITE 430	STEPHENVILLE	TX	76401
R000033222	792 BARTON	HAMMOND JORY W & YEVA G SLAUGHTER	792 N BARTON	STEPHENVILLE	TX	76401
R000033233	737 RACE	HARMON DEBRA L	2159 CR279	DUBLIN	TX	76446
R000033240	668 RACE	HARRIS DALE & DEBBY	102 WILLOW LANE	STEPHENVILLE	TX	76401
R000033244	552 FREY	HURST TAMATHA	6302 SIOUX DR	GRANBURY	TX	76049
R000076957	0 PADDOCK (OFF)	J & S FAMILY HOLDINGS LLC	PO BOX 1201	STEPHENVILLE	TX	76401
R000032534	689 RACE	J & S FAMILY HOLDINGS LLC	PO BOX 1201	STEPHENVILLE	TX	76401
R000033229	431 COLLINS	KEELER GORDON WAYNE	2111 4TH ST	BROWNWOOD	TX	76801-4847
R000033239	595 W VANDERBILT	LEE MARCHELLE	695 PRAIRIE WIND BLVD	STEPHENVILLE	TX	76401
R000033235	759 RACE	MANRRIQUEZ GERARDO & CLARA	759 N RACE	STEPHENVILLE	TX	76401
R000060763	695 MCCART	MCDONALD RICHARD & JANE MCDONALD FAMILY TRUST	PO BOX 1783	STEPHENVILLE	TX	76401-0000
R000033230	782 BARTON	NEUBERT KATE	5676 CR258	DUBLIN	TX	76446
R000033236	769 RACE	PAUL JAMES & KARLA	2836 DOSS ROAD	BURLESON	TX	76028
R000033231	764 BARTON	RITCHEY ASHLEY V & JOSHUA R	990 N OLLIE	STEPHENVILLE	TX	76401
R000033227	745 RACE	SAMORA IMELDA	745 N RACE	STEPHENVILLE	TX	76401
R000033256	661 MCCART	SOTO FELIPE	3175 CR386	STEPHENVILLE	TX	76401-8510
R000032536	432 COLLINS	SOUTHERN CHARM MANAGEMENT LLC	2211 SUMMIT DR	BURLESON	TX	76028
R000032535	681 N RACE	STARRX PROPERTIES LLC	1755 BIG VALLEY CIR	LIPAN	TX	76462
R000033225	726 BARTON	STE MARIE JASON & SARAH	846 SUN DOWN	STEPHENVILLE	TX	76401-4643
R000032539	660 DONNA AVE	STEPHENVILLE RENTALS LLC	181 S GRAHAM	STEPHENVILLE	TX	76401
R000032538	671 N RACE	TEVIS ROBERT AND APRIL TEVIS	2715 CR 299	DUBLIN	TX	76446
R000033254	713 N PADDOCK	TRIPLE W REMODELING LLC	101 TANGLEWOOD LANE	STEPHENVILLE	TX	76401
R000033228	425 W COLLINS	TUGGLE TYLER	425 W COLLINS STREET	STEPHENVILLE	TX	76401
R000033253	715 N PADDOCK	WOOLEY WILLIS WAYNE	101 TANGLEWOOD LANE	STEPHENVILLE	TX	76401
R000033234	751 RACE	YORK CAMERON ALLEN DUDZINSKI & ALYSSA MARIE LOREDO	751 RACE ST	STEPHENVILLE	TX	76401

Plat Application and Checklist

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

Please check the Appropriate Box: Final Plat ☐ Preliminary Plat ☒ Amended Plat ☐ Minor Plat ☐
Residential Replat ☐ Replat ☐ Conveyance Plat ☐

PROPERTY INFORMATION:

Project Name: Collins Townhomes Parcel(s) Tax ID# (Required): R33237
Project Address (Location): 525 West Collins Total Acres: 2.774 Acres
Previous Project Number (If Applicable): N/A
Existing Zoning: PD # of Existing Lots: 2 # of Existing Units: N/A
Proposed Zoning: PD # of Proposed Lots: 42 # of Proposed Units: 41

SIGNATURE: _____

Owner Information and Authorization

Name: Troy Kunkel
Company Name: Cowtown Properties, LLC
Address: _____
Telephone: 817-808-8769 Email: troytcu@yahoo.com

- Please Note: e-mail addresses will be used to notify the owner or representative of the status of the plat.

CHECK ONE OF THE FOLLOWING:

- ☐ I will represent the application myself; or
☒ I hereby designate Reece Flanagan (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

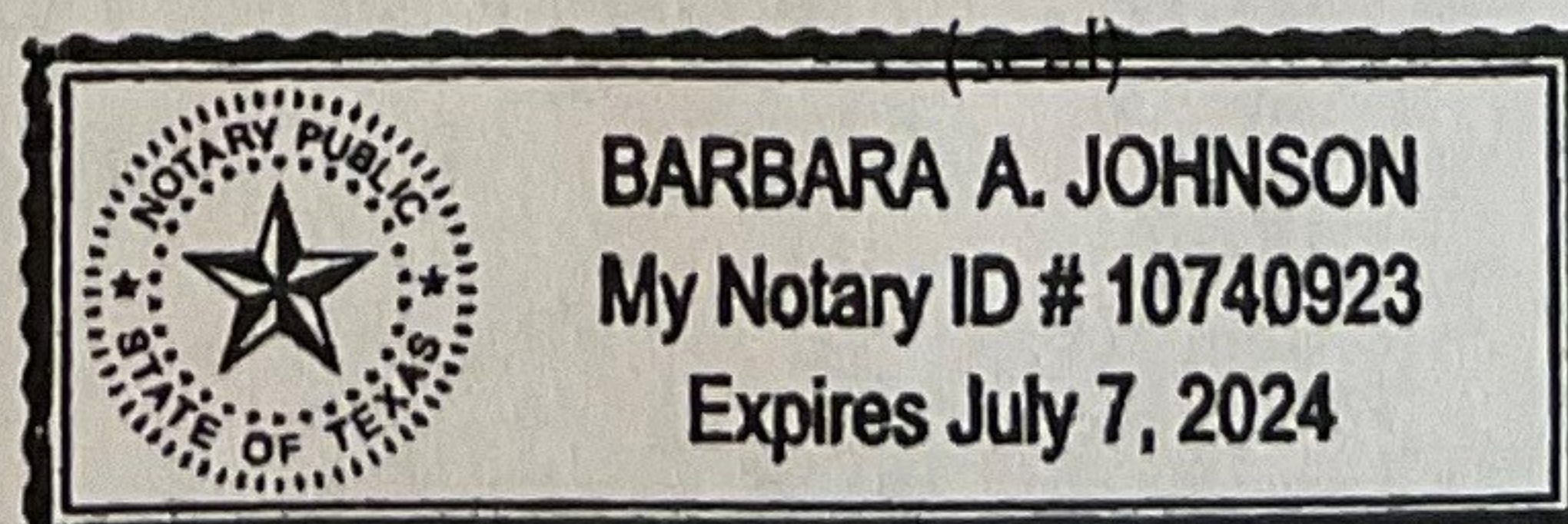
I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct. By signing below, I agree that the City of Stephenville (the "City") is authorized and permitted to provide information contained within this application, including the email address, to the public. The City is also authorized and permitted to reproduce any copyrighted information submitted in connection with the application, if such reproduction is associated with the application in response to a Public Information Request.

Owner's Signature: _____ Date: 11/17/21

STATE OF TEXAS COUNTY OF Tarrant BEFORE ME, a Notary Public, on this _____ day personally appeared Troy Kunkel (printed owner's name) the above signed, who, under oath, stated the following: "I hereby certify that I am the owner, for the purposes of this application; that all information submitted herein is true and correct." SUBSCRIBED AND SWORN TO before me, this the 17 day of November, 2021.

Collins Townhomes
525 West Collins
N/A
PD 2 N/A
PD 42 41
Troy Kunkel
Cowtown Properties, LLC
P.O. Box 12324, Fort Worth, Texas
817-808-8769
troytcu@yahoo.com

Notary Signature _____



Plat Application and Checklist

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

ITEMS TO BE SUBMITTED:

- ☒ Application and Checklist.
- ☐ Associated Fee(s): as listed on the Development Review Fee Schedule.
- ☐ Project Narrative: Written proposal for the project.
- ☐ Plats: Plats will be drawn on a sheet size of 24" x 36" with a 3" x 3" clear box in the right hand corner (these are county requirement for filing). Two Mylar and two paper copies are required to be submitted. Smaller or larger sheet size may be accepted only if approved by Director of Planning and Building Departments. Plats will be drawn to a scale no smaller than 1" = 100' unless otherwise approved by the Director. Black and white originals are preferred as color lines are sometimes hard to pick-up via copy.
- ☐ 24" x 36" Engineering/Support Documents (if required) Engineering/support documents are required for all public improvements, including sidewalks. Engineering/support documents will be drawn to a plan view scale not smaller than 1" = 100' with exception to the drainage area map which may be a scale not smaller than 1" = 400' unless otherwise approved by the Director.
- ☐ All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- ☐ Utilities Acceptance Form
- ☐ Plat Checklist: I have reviewed the checklist and all submittals for completeness and accuracy.
- ☐ Digital Submission: All items should be submitted digitally in PDF format.

GENERAL INFORMATION:

A plat is intended to serve as the official recorded map of the property to be developed, showing thereon the boundaries, lots, public streets and easements and other significant public facilities and features which are necessary to serve the development, as required by the Stephenville Subdivision Ordinance. A plat of the property to be subdivided or developed is required of all development to which Stephenville Subdivision Ordinance applies. For a development to be constructed in phases, the plat may include only a portion of the land included in a general development plan and/or preliminary plat.

Applicant information required: the applicant, owner and contact information must be provided in entirety. If multiple design professionals are involved in the preparation of the plat document, list the principal design professional. All correspondence relating to the plat will be directed to the contact designated on the application.

Owner signature: the plat application is required to be signed by the current property owner. If the property owner is not available to sign the application, then a notarized letter of authorization from the property owner is required to be submitted which empowers a designee to sign for the property owner.

Acceptance of plat application: All plat applications will be reviewed for completeness in accordance with this checklist before they are accepted by City Staff. Failure of applicant to provide required information constitutes grounds for refusal of plat acceptance for processing; or staff recommendation of denial when application is scheduled for consideration.



Development Services Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1222 www.stephenvilletx.gov

PLAT SHALL CONTAIN:

On
Plat

- | ☐ | ☐ | N/A |
|--------------------------|--------------------------|---|
| ☐ | ☐ | The date, written and graphic scale, north arrow, proposed name of the development, key map showing the location of the development in relation to existing streets and highways and dates of preparation and revisions. |
| ☐ | ☐ | The signature block of the owner or owners of the land included within the plat, acknowledged in the form required for the acknowledgement of deeds. |
| ☐ | ☐ | Name of the subdivider or developer, record owner and surveyor. |
| ☐ | ☐ | Provide a note on the plat stating the purpose of the Plat. |
| ☐ | ☐ | Title Block containing: Proposed name of the subdivision or lot on record, acres in previously platted and unplatted land and total of those acres, survey and jurisdiction (City of Stephenville, County of Erath, Texas, for example). |
| ☐ | ☐ | Proposed name of the subdivision, development or lot on record, which shall not have the same spelling or be pronounced similarly to the name of any other development located on land within the jurisdiction of the city. Developers of phased development shall use the same base name for different sections, identified by a section number. |
| ☐ | ☐ | <p>The development boundary lines, shown by a continuous dark line of sufficient width to be easily identified, as shown by a survey performed by a registered professional land surveyor describing the boundaries of the development by metes and bounds. The survey shall:</p> <ul style="list-style-type: none"> ▪ Locate the boundaries with respect to a corner of the survey or tract or any original corner of the original survey abstract of which it is a part (provide a note of description of the location of the survey abstract). At least one corner shall be tied by course and distance to a corner in a recorded subdivision or to a right-of-way pin at an intersection. (Note describing corner markers should be included); ▪ Describe and locate all permanent survey monuments, pins, and control points and tie and reference the survey corners to the Texas State Plane Coordinate System. ▪ Identify the dimensions of the development with a legal description and bearings and distances on the boundary of the plat. |
| ☐ | ☐ | Location of development by city, county and state. |
| ☐ | ☐ | Please provide a location map showing the relation of the subdivision to streets and other prominent features. |
| ☐ | ☐ | Please show the names of the adjoining subdivisions or the names of the adjoining property owners, together with their respective plat or deed references. |
| ☐ | ☐ | Show boundaries streets and/or right of way on the plat |
| ☐ | ☐ | The exact location, dimension and description of all existing or recorded public or private easements, and public rights-of-way within the development, intersecting or contiguous with its boundary or forming such boundary. |
| ☐ | ☐ | The dimensions of all existing or proposed lots and blocks within the development identified by letter or number running consecutively throughout the development. |

- ☐ ☐ The exact location, dimensions and description of all proposed public or private easements, parks, other areas, reservations, and other rights-of-way to be dedicated to the public, located within, intersecting or contiguous with its boundary or forming such boundary.



Development Services Department
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PLAT SHALL CONTAIN:

- ☐ ☐ All proposed street right of ways or changes to be made in existing right of ways shall be described with accurate bearings or deflecting angles and radii, area and central angle, degree of curvature, tangent distance and length of all curves where appropriate, and the primary control points.
- ☐ ☐ Approved name and dimensioned width of each street right of way. Street names are required for all newly created streets on the final plat document. Please note that street names will not be considered "reserved" prior to the submission of a final plat document.
- ☐ ☐ Show centerline of existing streets. Dimension from centerline to edge of existing right-of-way and from centerline to edge of proposed right-of-way.
- ☐ ☐ Existing and proposed easements – labeled, dimensioned, and instrument used to create or abandon such easements.
- ☐ ☐ The identification, location and size of all existing gas, petroleum, or similar common carrier easements located within or on the boundary of the development. If no easements or pipelines are located on the property, add a note to that effect.
- ☐ ☐ Boundary lines of open spaces to be dedicated or granted for use by the public or inhabitants of the development. Parkland dedications should be noted.
- ☐ ☐ Reference by record name to recorded subdivision plats or adjoining platted land with recording information.
- ☐ ☐ Label lots in or adjacent to a floodplain or adjacent to a drainage easement and in other locations if required by the City Engineer with the following: "minimum finished floor elevations required."
- ☐ ☐ Provide a note on the plat stating: "The minimum finished floor elevations shall be provided when a building permit application is submitted. The minimum finished floor elevations shall be based on the current FEMA data. The minimum finished floor elevations shall be stated as mean sea level."
- ☐ ☐ All required dedication and certification statements.
- ☐ ☐ Certification that basic documentation has been set in order to determine location of public improvements.
- ☐ ☐ Signature block for approving body.
- ☐ ☐ Traffic Impact Analysis (TIA) may be required at the time of Preliminary Plat submittal for all site developments. For phased developments, the TIA shall include an analysis for each phase of the development and the threshold for the TIA shall be for the entire development.
- Threshold for a Traffic Impact Analysis:
 - Residentially zoned Subdivisions that are projected to generate more than 1,000 new average daily trips (ADT) shall require a TIA.
 - Office zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA.
 - Nonresidential zoned Subdivisions that are projected to generate more than 2,500 new average daily trips (ADT) shall require a TIA.
 - Industrial zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA.

REQUIREMENTS FOR RECORDING FINAL PLAT:

- ☐ ☐ Plats shall be filed prior to formal acceptance of any public improvements and prior to issuance of building permits. In order to comply with the county's plat filing requirements, the following must be completed on the final plat document.
- ☐ ☐ All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- ☐ ☐ All stamps and seals must be legible.
- ☐ ☐ Tax certificates are required with the filing of each plat from all taxing entities.
- ☐ ☐ All property owner signatures must be original and acknowledged (notary public) and each name must be printed below each signature.

This document contains a summary list of requirements for a Plat submittal. Additional documents may be requested. For detailed information, visit our website at www.stephenvilletx.gov. Below is a quick reference guide to help in your navigation to more detailed information.

Stephenville Subdivision Ordinance

<http://www.stephenvilletx.gov/wp-content/uploads/2018/01/1-2-18-Adopted-Subdivision.pdf>

Stephenville Engineering Standards Manual

www.stephenvilletx.gov/wp-content/uploads/2018/01/Engineering-Standards-Manual-2018_01-02-ADOPTED.pdf

Stephenville 2030 Comprehensive Plan

www.stephenvilletx.gov/2030-comprehensive-plan/

Forms and Documents

<http://www.stephenvilletx.gov/residents/forms/>

Fees (others may be applicable):

Subdivision Filing Fees:

Preliminary Plat (per plat)	\$200.00 (per lot) \$10.00
Final Plat (per plat)	\$200.00 (per lot) \$10.00
Replat (per plat)	\$200.00
Site Development Plan (per plan)	\$200.00 (water, sewer, streets, storm drain engineering review)



City of Stephenville

Utilities Acceptance Form

Item 3.

Project Name: _____ Date: _____

Owner/Developer: _____

Prior to presenting a plan to the City for initiation of the platting process, the developer is asked to have the utilities listed below to offer their comments. The developer is to present this form and a copy of the plan to each of the utilities listed below. The utility in turn is asked to sign and stamp the form below indication that they have reviewed and accept the final plat.

1. **Oncor Electric:** Official: _____
SEAL OR STAMP and comments

2. **Atmos Gas:** Official: _____
SEAL OR STAMP and comments

3. **CenturyLink Telephone:** Official: _____
SEAL OR STAMP and comments

4. **Water Utilities:** Official: _____
SEAL OR STAMP and comments

5. **Northland Cable T.V.:** Official: _____
SEAL OR STAMP and comments

6. **Progressive Waste:** Official: _____
SEAL OR STAMP and comments



Development Services Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1213 www.stephenvilletx.gov

Plat Format

The diagram illustrates the layout of a plat, showing a central map area with lots labeled LOT 1 through LOT 5, with acreages. Surrounding the map are numbered boxes 1 through 11, each representing a required section of the plat. Box 1 is a North Arrow and Scale. Box 2 is a Legend. Box 3 is a Vicinity Map. Box 4 is the Legal Description/Metes and Bounds. Box 5 is the Title Block. Box 6 is the Purpose Statement. Box 7 is Standard Notations. Box 8 is Certificates. Box 9 is State Plane Coordinates. Box 10 is a CURVE TABLE and a LINE TABLE.

1. North Arrow and Scale
2. Legend
3. Vicinity Map
4. Legal Description/Metes and Bounds
5. Title Block to include the following information:
 - a. Proposed name of subdivision with section or sequencing designation, as appropriate
 - b. Acreage of proposed subdivision
 - c. Applicant name, address, and phone number
 - d. Tract designation, abstract and other description according to the real estate records for the City or County
 - e. Total number of lots, and designation and amounts of land of the proposed uses within the subdivision
6. Purpose Statement (not required for preliminary-final plats)
7. Standard Notation

8. Certificates

Certification by a public surveyor registered in the state, that the plat represents a survey made by him or under their direct supervision, and that all the monuments shown thereon actually exist, and that their location, size and material are correctly shown;

A certificate of ownership and dedication, on a form approved by the director of planning, of all streets, alleys, parks, open spaces and public ways to public use forever, signed and acknowledged before a notary public by the owner and any and all lienholders of the land, and a complete and accurate description of the land subdivided and dedications made;

Approval Certificate by proper party

9. Plat Graphic**10. Curve and Line Table****11. Official Monuments**

Staff Contact Information:

Director of Development Services

Steve Killen

Office: (254)918-1222

Email: skillen@stephenvilletx.gov

Building Official

Harold Sandel

Office: (254)918-1214

Email: hsandel@stephenvilletx.gov

Permit Technician

Tina Cox

Office: (254)918-1213

Email: tc Cox@stephenvilletx.gov

Fire Marshal

Gregg Schrumph

Office: (254)918-1250

Email: GSchrumph@stephenvilletx.gov

Public Works Director

Nick Williams

Office: (254)918-1292

Email: nwilliams@stephenvilletx.gov

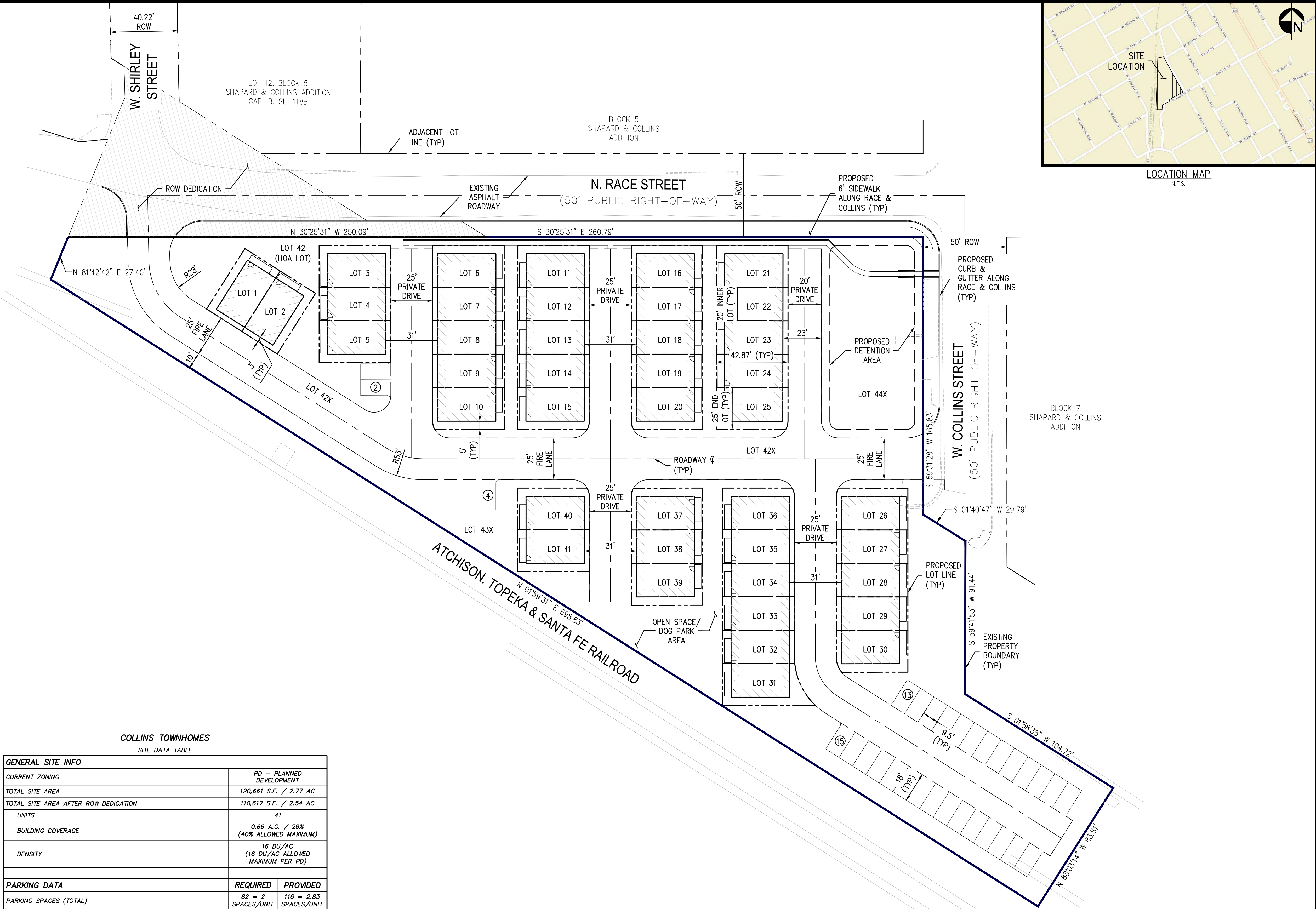
City Engineer

Nick Williams

Office: (254) 918-1292

Email: nwilliams@stephenvilletx.gov

NO CHANGES ARE TO BE MADE TO THIS DRAWING WITHOUT WRITTEN PERMISSION OF FLANAGAN LAND SOLUTIONS.



COLLINS TOWNHOMES
SITE DATA TABLE

GENERAL SITE INFO		
CURRENT ZONING	PD – PLANNED DEVELOPMENT	
TOTAL SITE AREA	120,661 S.F. / 2.77 AC	
TOTAL SITE AREA AFTER ROW DEDICATION	110,617 S.F. / 2.54 AC	
UNITS	41	
BUILDING COVERAGE	0.66 A.C. / 26% (40% ALLOWED MAXIMUM)	
DENSITY	16 DU/AC (16 DU/AC ALLOWED MAXIMUM PER PD)	
PARKING DATA	REQUIRED	PROVIDED
PARKING SPACES (TOTAL)	82 = 2 SPACES/UNIT	116 = 2.83 SPACES/UNIT
RESIDENT PARKING		82
GUEST PARKING		34
EACH UNIT HAS A 2-CAR GARAGE CONNECTING TO A SHARED ACCESS DRIVE		
SITE SETBACKS AND LOT SIZE	REQUIRED	PROVIDED
FRONT SETBACK	3'	3' (MIN.)
REAR SETBACK	3'	5'
INTERNAL SIDE SETBACK	5'	5' (MIN.)
MINIMUM LOT AREA	800 S.F.	840 S.F.
MINIMUM LOT WIDTH	20'	20' (MIN.)
MINIMUM LOT DEPTH	40'	42.80'

REVISIONS		
NO.	DESCRIPTION	DATE

- GENERAL NOTES:
- ALL DIMENSIONS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
 - CONTRACTOR SHALL VERIFY ALL DIMENSIONS PRIOR TO COMMENCING ANY CONSTRUCTION. NOTIFY ENGINEER OF ANY CONFLICTS OR DISCREPANCIES.
 - REFER TO ARCHITECTURAL PLANS FOR ACTUAL BUILDING DIMENSIONS.
 - FIRE LANES SHALL BE PROPERLY MARKED WITH A SIX INCH RED STRIPE WITH FOUR INCH WHITE LETTERS STATING " FIRE LANE NO PARKING " EVERY TWENTY-FIVE FEET ALONG THE ENTIRE LENGTH OF THE FIRE LANE. FIRE LANE MARKINGS SHALL BE ON THE VERTICAL SURFACE OF THE CURB WHEN A CURB IS PRESENT.
 - PARKING STALL LINE SHALL BE A 4" SOLID WHITE STRIPE.
 - ALL UTILITIES, INCLUDING BUT NOT LIMITED TO ELECTRICAL, GAS, AND TELEPHONE SHALL BE PLACED UNDERGROUND.
 - REFER TO ARCHITECTURE PLANS FOR ALL FENCING AND GATE SPECIFICATIONS.

30 0 30 60
SCALE: 1" = 30'

THESE PLANS ARE ISSUED FOR THE PURPOSE OF PRELIMINARY REVIEW AND ARE NOT INTENDED FOR CONSTRUCTION. WHEN ISSUED IN FINAL FORM, THEY WILL BE SIGNED, SEALED, AND DATED BY:

M. REECE FLANAGAN, P.E.
TEXAS REGISTRATION NO. 129781

FLANAGAN
land solutions

Dallas, Texas | P: 940.327.7963 | flanagan-ls.com | TBPE Firm No. F-22910

COLLINS TOWNHOMES
STEPHENVILLE, TEXAS

PRELIMINARY SITE PLAN

DESIGNED: MRF	PROJECT #: 2021-03-01	ISSUE DATE: 11.19.2021	SHEET 1 OF 4
CHECKED: FLS			
DRAWN: MRF			

Know what's below.
Call before you dig.

CALL 3 BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE, OR EXCAVATE FOR THE MARKING OF UNDERGROUND MEMBER UTILITIES.

SURVEY DESCRIPTION

STATE OF TEXAS

COUNTY OF ERATH

Of a 2.774 acres tract of land out of the JOHN BLAIR SURVEY, ABSTRACT No. 32, and the SHAPARD & COLLINS ADDITION, City of Stephenville, Erath County, Texas; being all of Lots 1 & 2, Block 6, SHAPARD & COLLINS ADDITION, according to the plat as recorded Volume 30, Page 315, Deed Records, Erath County, Texas, as shown on pages 787 & 788 of the King's 1956 Map of Stephenville, and a portion of the Atchison, Topeka & Santa Fe Railroad, same being all of Tract One, Tract Two & Tract Three as conveyed to Cowtown Properties, LLC in Clerk File No. 2021-05092, Official Public Records, Erath County, Texas; being further described by metes and bounds as follows:

The following Bearings, Distances, and/or Areas derived from GNSS observations performed by Texas Surveying, Inc. and reflect Surface Adjusted, N.A.D. 1983, Texas State Plane Coordinate System, North Central Zone 4202, using Texas Department of Transportation Surface Adjustment Factor of 1.00012.

BEGINNING at a found 1/2" iron rod with red plastic cap stamped "PRICE", at the southeast corner of said Lot 2, Block 6, same being the intersection of the north right of way line of W. Collins Street with the west right of way line of N. Race Street, for the easterly southeast and beginning corner of this tract.

THENCE S 59°31'28" W 165.83 feet along the north line of said W. Collins Street to a found 3/8" iron rod, in the east line of said Atchison, Topeka & Santa Fe Railroad, at the southwest corner of said Lot 2, Block 6, for a corner of this tract.

THENCE along the east & south lines of said Tract Three as follows:
S 01°40'47" W 29.79 feet to a found railroad spike, for a southeast corner of this tract.
S 59°41'53" W 91.44 feet to a found 3/8" iron rod with yellow plastic cap;
S 01°58'35" W 104.72 feet to a found 3/8" iron rod, for the southeast corner of this tract.
N 88°03'14" W 83.81 feet to a found 3/8" iron rod with yellow plastic cap, for the southwest corner of this tract.

THENCE N 01°59'31" E 698.83 feet thirty-nine feet east of (39' E.) & parallel to (//) the railroad main line to a found 1/2" iron rod with red plastic cap stamped "PRICE", for the northwest corner of this tract.

THENCE N 81°42'42" E 117.51 feet to a found cotton spindle within the pavement of W. Shirley Street, at a corner of that called 0.757 acre tract of land described in Exhibit "A", Parcel 3 in Volume 1293, Page 332, O.P.R.E.C.T., for a corner of this tract.

THENCE N 58°01'59" E 18.53 feet within the pavement of said W. Shirley Street along the south line of said 0.757 acre tract to a found cotton spindle, for the northeast corner of this tract.

THENCE along the east line of said Tract Three as follows:
S 01°59'11" W 172.42 feet to a found 3/8" iron rod with yellow plastic cap;
S 30°26'39" E 55.87 feet to a found 3/8" iron rod with plastic cap stamped "RPLS 1529";
S 01°50'11" W 17.98 feet to a found 3/8" iron rod with yellow plastic cap, at the northerly corner of said Lot 1, Block 6, for a corner of this tract.

THENCE S 30°25'31" E 260.79 feet along the west right of way line of said N. Race Street to the POINT OF BEGINNING.

SURVEYOR CERTIFICATION

That I, Micah Hamilton, a Registered Professional Land Surveyor of the State of Texas, Registration No. 5865, do hereby certify that the plat hereon was prepared from an actual on the ground survey of the legally described property shown hereon.

Preliminary, this document shall not be recorded
for any purpose and shall not be used or viewed or
relied upon as a final survey document.

Micah Hamilton, Registered Professional Land Surveyor No. 5865
M21345-PLAT-R1 - November 2021

KNOW ALL MEN BY THESE PRESENTS

That, Cowtown Properties, LLC, being the sole owner, do hereby adopt this plat designating the herein described real property as Lots 1 through 41, Lot 42X, Lot 43X, & Lot 44X, Block 6, SHAPARD & COLLINS ADDITION, City of Stephenville, Erath County, Texas, and I do hereby dedicate to the public's use forever the easements and rights-of-way shown hereon, witness my hand, this the _____ day of _____, 2021.

OWNER

Agent and/or Representative

Title

STATE OF TEXAS

Before me, the undersigned, a Notary Public in and for the State of Texas 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 consideration therein expressed.
Given under my hand and seal of office, this _____ day of _____, 2021.

Notary Public in and for the State of Texas

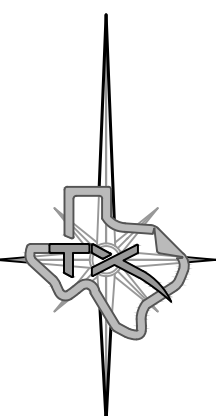
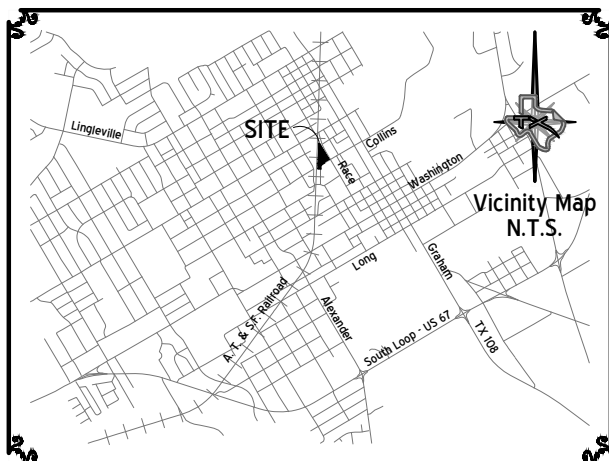
APPROVAL STATEMENT

Approved by the Director of Building Services of the City of Stephenville, Erath County, Texas.

Approved: _____ 2021

City of Stephenville

Erath County, Texas

By: _____
Directory of Building ServicesAttest: _____
City Secretary

Surveyor:
Texas Surveying, Inc.
Mineral Wells Branch
112 S.E. 1st Street
Mineral Wells, TX 76067
940-325-2155
Firm No. 10194121

Owner:
Cowtown Properties, LLC
3745 Bellaire Drive South
Fort Worth, TX 76109

Engineer:
Flanagan Land Solutions
Dallas, TX
www.flanagan-ls.com
Firm No. F-22910



Atchison, Topeka & Santa Fe Railroad Right of Way

Variable Width as Occupied: 500' R.O.W. per Map

3/8" C.I.R.F. (YELLOW)

N 88°03'14" W 83.81'

S 01°58'35" W 104.72'

S 01°59'31" W 193.06'

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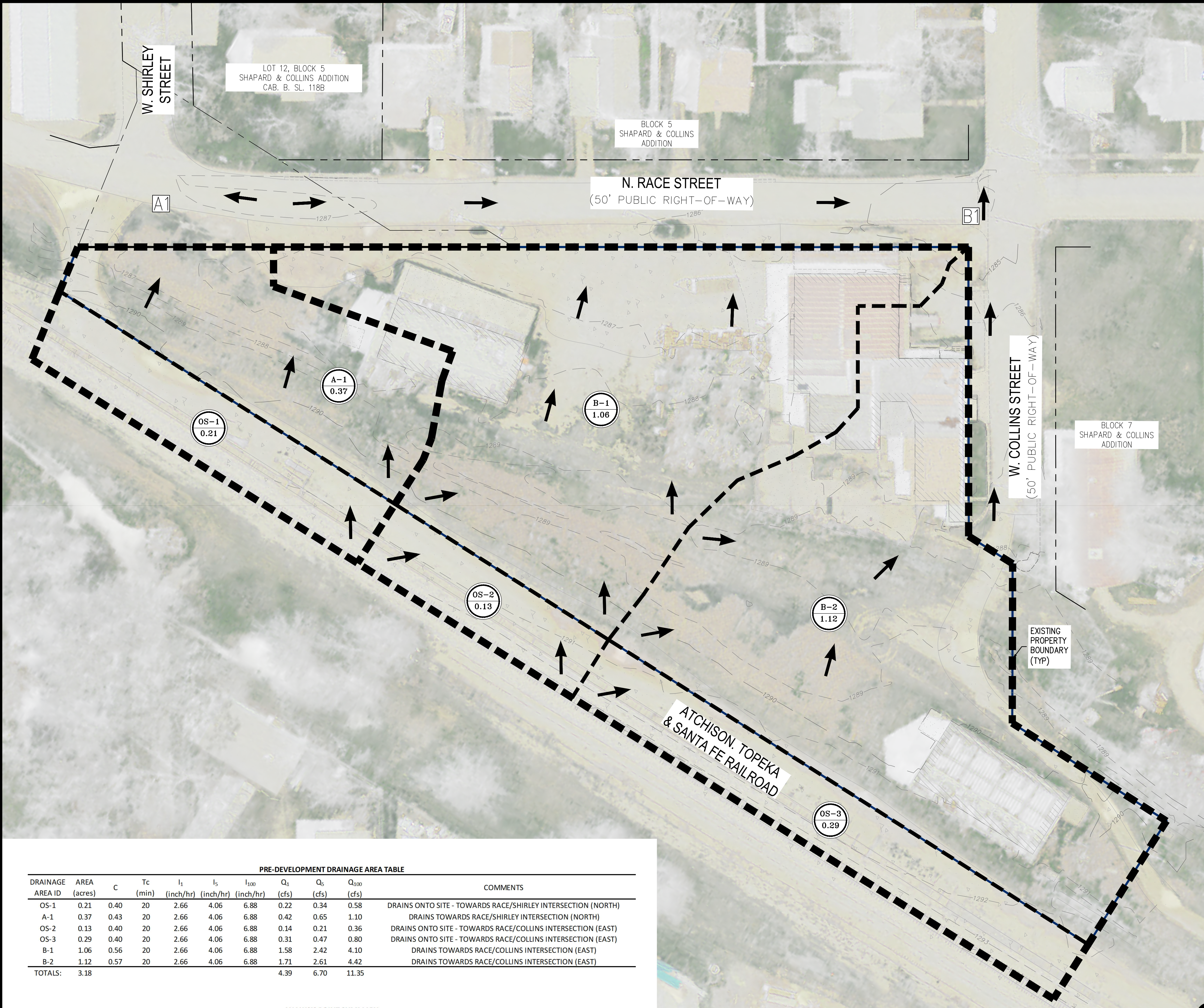
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N 01°59'3

NO CHANGES ARE TO BE MADE TO THIS DRAWING WITHOUT WRITTEN PERMISSION OF FLANAGAN LAND SOLUTIONS



PRE-DEVELOPMENT DRAINAGE AREA TABLE										
DRAINAGE AREA ID	AREA (acres)	C	Tc (min)	I ₁ (inch/hr)	I ₅ (inch/hr)	I ₁₀₀ (inch/hr)	Q ₁ (cfs)	Q ₅ (cfs)	Q ₁₀₀ (cfs)	COMMENTS
OS-1	0.21	0.40	20	2.66	4.06	6.88	0.22	0.34	0.58	DRAINS ONTO SITE - TOWARDS RACE/SHIRLEY INTERSECTION (NORTH)
A-1	0.37	0.43	20	2.66	4.06	6.88	0.42	0.65	1.10	DRAINS TOWARDS RACE/SHIRLEY INTERSECTION (NORTH)
OS-2	0.13	0.40	20	2.66	4.06	6.88	0.14	0.21	0.36	DRAINS ONTO SITE - TOWARDS RACE/COLLINS INTERSECTION (EAST)
OS-3	0.29	0.40	20	2.66	4.06	6.88	0.31	0.47	0.80	DRAINS ONTO SITE - TOWARDS RACE/COLLINS INTERSECTION (EAST)
B-1	1.06	0.56	20	2.66	4.06	6.88	1.58	2.42	4.10	DRAINS TOWARDS RACE/COLLINS INTERSECTION (EAST)
B-2	1.12	0.57	20	2.66	4.06	6.88	1.71	2.61	4.42	DRAINS TOWARDS RACE/COLLINS INTERSECTION (EAST)
TOTALS:	3.18						4.39	6.70	11.35	

ANALYSIS POINT SUMMARY				
LOCATION	Q ₁ (cfs)	Q ₅ (cfs)	Q ₁₀₀ (cfs)	TOTAL AREA (ACRES)
(A1) - NORTH TOWARDS RACE/SHIRLEY INTERSECTION	0.65	0.99	1.68	0.58
(B1) - EAST TOWARDS RACE/COLLINS INTERSECTION	3.74	5.71	9.67	2.60
TOTALS:	4.39	6.70	11.35	3.18

REVISIONS

NO.	DESCRIPTION	DATE
1		
2		
3		

GENERAL NOTES:

EXISTING ZONING: PD (PLANNED DEVELOPMENT)

DRAINAGE DESIGN CRITERIA:

RUNOFF COMPUTATIONS

BASIS: RATIONAL METHOD $Q=C*I*A$

Q = STORM DRAINAGE DISCHARGE (CFS) AT DESIGN POINT

C = RUNOFF COEFFICIENT

I = DESIGN STORM INTENSITY (INCHES PER HOUR)

A = DRAINAGE AREA (ACRES)

RUNOFF COEFFICIENT: REFER TO TABLE 1.6 OF THE ISWM TECHNICAL MANUAL.

WEIGHTED COEFFICIENT = $((\text{PERVIOUS SF}) * (C - \text{PERVIOUS})) + ((\text{IMPERVIOUS SF}) * (C - \text{IMPERVIOUS})) / (\text{TOTAL BASIN SF})$

INTENSITY: RAINFALL INTENSITY-DURATION-FREQUENCY CURVES FOR AREAS TAKEN FROM ISWM "TECHNICAL MANUAL:HYDROLOGY" (TABLE 5.15 ERATH COUNTY RAINFALL DATA)

STORM FREQUENCY:
1-YEAR
5-YEAR
100-YEAR

TIME OF CONCENTRATION: MINIMUM & MAXIMUM T_c VALUES TAKEN FROM TABLE 1.5 OF ISWM TECHNICAL MANUAL.

LEGEND:

DRAINAGE AREA BOUNDARY

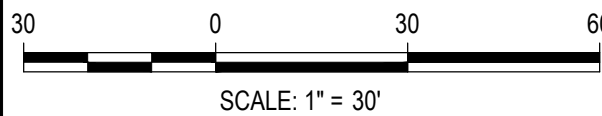
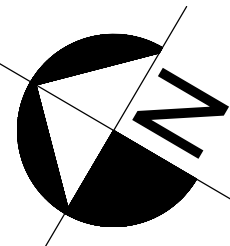
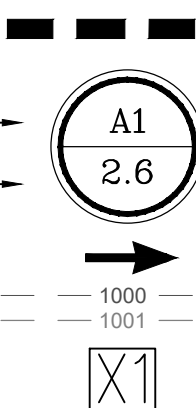
DRAINAGE AREA LABEL

NAME
AREA (ACRES)

FLOW ARROW

EXISTING CONTOUR

ANALYSIS POINT



THESE PLANS ARE ISSUED FOR THE PURPOSE OF PRELIMINARY REVIEW AND ARE NOT INTENDED FOR CONSTRUCTION. WHEN ISSUED IN FINAL FORM, THEY WILL BE SIGNED, SEALED, AND DATED BY:

M. REECE FLANAGAN, P.E.
TEXAS REGISTRATION NO. 129781



FLANAGAN
land solutions

Dallas, Texas | P: 940.327.7963 | flanagan-ls.com | TBPE Firm No. F-22910

COLLINS TOWNHOMES
STEPHENVILLE, TEXAS

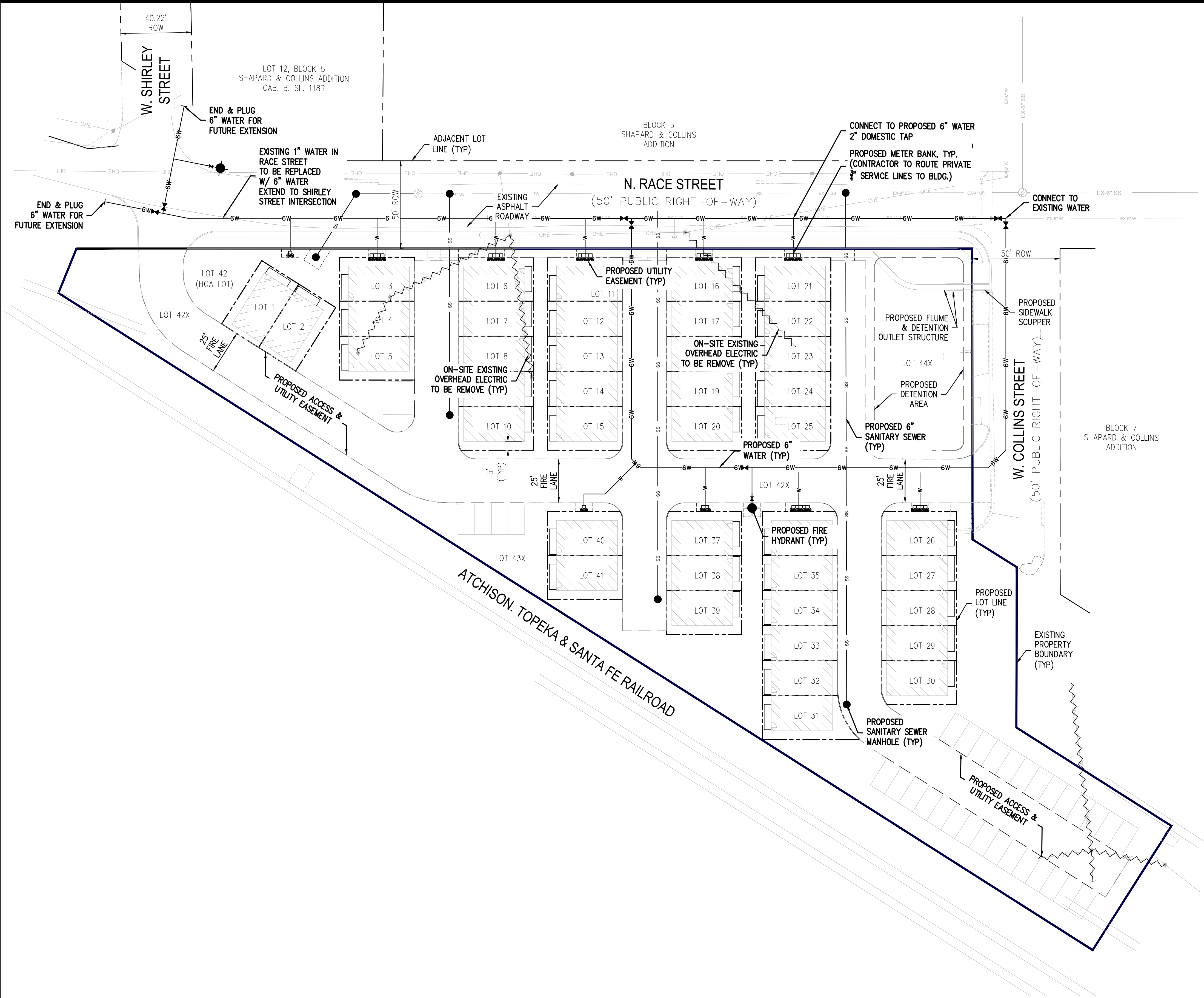
EXISTING DRAINAGE AREA MAP
(PRELIMINARY)

DESIGNED: MRF	PROJECT #: 2021-03-01	ISSUE DATE: 11.19.2021	SHEET 3 OF 4
CHECKED: FLS			
DRAWN: MRF			



CALL 3 BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE, OR EXCAVATE FOR THE MARKING OF UNDERGROUND MEMBER UTILITIES.

NO CHANGES ARE TO BE MADE TO THIS DRAWING WITHOUT WRITTEN PERMISSION OF FLANAGAN LAND SOLUTIONS.



REVISIONS

NO.	DESCRIPTION	DATE
1		
2		
3		

UTILITY NOTES:

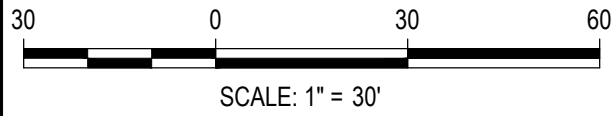
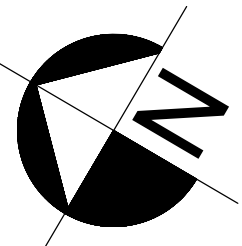
- EXISTING UTILITY DATA IS PROVIDED FOR INFORMATION ONLY. ALTHOUGH THIS DATA IS SHOWN AS ACCURATELY AS POSSIBLE, THE CONTRACTOR IS CAUTIONED THAT THE DEVELOPER AND THE ENGINEER NEITHER ASSUMES NOR IMPLIES ANY RESPONSIBILITY FOR THE ACCURACY OF THIS DATA.
- CONTRACTOR IS TO VERIFY LOCATION AND ELEVATION OF EXISTING UTILITIES PRIOR TO CONSTRUCTION, AND SHALL ASSUME RESPONSIBILITY FOR REPAIRS TO EXISTING FACILITIES DAMAGED BY CONTRACTOR'S ACTIVITIES.
- CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES IN SUCH A MANNER AS TO AVOID CONFLICTS AND TO ASSURE PROPER DEPTHS ARE ACHIEVED, CONTRACTOR SHALL ADHERE TO THE REQUIREMENTS OF THE CITY AND SHALL COORDINATE WITH THE CITY PRIOR TO CONNECTING TO EXISTING PUBLIC UTILITIES.
- THE CONTRACTOR SHALL, ON ALL UTILITIES COORDINATE INSPECTION AND TESTING WITH THE APPROPRIATE AUTHORITIES PRIOR TO BACKFILLING TRENCHES.
- ALL SANITARY SEWER SHALL CONFORM TO APPLICABLE CITY OF STEPHENVILLE PLUMBING CODES AND TO THE CITY OF STEPHENVILLE STANDARDS AND SPECIFICATIONS AND SHALL BE PERFORMED UNDER A PERMIT ISSUED BY THE CITY OF STEPHENVILLE.
- WHERE PROPOSED WATER LINE CROSSES A PROPOSED SANITARY SEWER LINE, CONTRACTOR SHALL CENTER ONE JOINT OF DUCTILE IRON OR CAST IRON SEWER PIPE ON THE WATER LINE AND PROVIDE A MINIMUM OF 1.5' SEPARATION BETWEEN THE LINES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING COMPACTION TO 95% STANDARD PROCTOR IN AREAS EXCAVATED AT THE BUILDING FOOTINGS FOR UTILITY SERVICE ENTRIES.
- CONTRACTOR IS RESPONSIBLE FOR ALL PERMITS, IMPACT AND INSPECTION FEES, ANY CITY FEES AND LICENSES, AND ALL OTHER COSTS INCURRED IN THE INSTALLATION OF UTILITIES.
- TRENCH SAFETY: IT SHALL BE THE RESPONSIBILITY OF THE CONSTRUCTION CONTRACTOR TO PROVIDE AND MAINTAIN A VIALBE TRENCH SAFETY SYSTEM AT TIMES DURING CONSTRUCTION ACTIVITIES - PER TEXAS HOUSE BILL 1569. THE CONTRACTOR IS DIRECTED TO BECOME KNOWLEDGEABLE AND FAMILIAR WITH THE STANDARDS AS SET BY THE OCCUPATIONS SAFETY AND HEALTH ADMINISTRATIONS'S (OSHA) FOR TRENCH SAFETY THAT WILL BE IN EFFECT DURING THE PERIOD OF CONSTRUCTION OF THE PROJECT.

SANITARY SEWER CROSSING NOTE:

- CENTER 20 LF OF 150 PSI PRESSURE CLASS, CORROSION-RESISTANT, NON-BRITTLE PIPE WITH MANUFACTURE APPROVED ADAPTERS. GASKETED JOINTS, COMPRESSION JOINT, AND OTHER NON-BONDED JOINTS MUST BE DESIGNED TO SEAL AT ATMOSPHERIC PRESSURE.

LEGEND:

EXIST. WATER LINE	EX-W
EXIST. SANITARY SEWER LINE	EX-SS
EXIST. SS MANHOLE	SS
PROP. SANITARY SEWER LINE	SS
PROP. SANITARY SEWER MANHOLE	SS
PROP. FIRE HYDRANT ASSEMBLY (INCLUDES ALL FITTINGS)	SS
PROP. GATE VALVE	W
PROP. WATER LINE	W



THESE PLANS ARE ISSUED FOR THE PURPOSE OF PRELIMINARY REVIEW AND ARE NOT INTENDED FOR CONSTRUCTION. WHEN ISSUED IN FINAL FORM, THEY WILL BE SIGNED, SEALED, AND DATED BY:

M. REECE FLANAGAN, P.E.
TEXAS REGISTRATION NO. 129781



FLANAGAN
land solutions

Dallas, Texas | P: 940.327.7963 | flanagan-ls.com | TBPE Firm No. F-22910

COLLINS TOWNHOMES
STEPHENVILLE, TEXAS

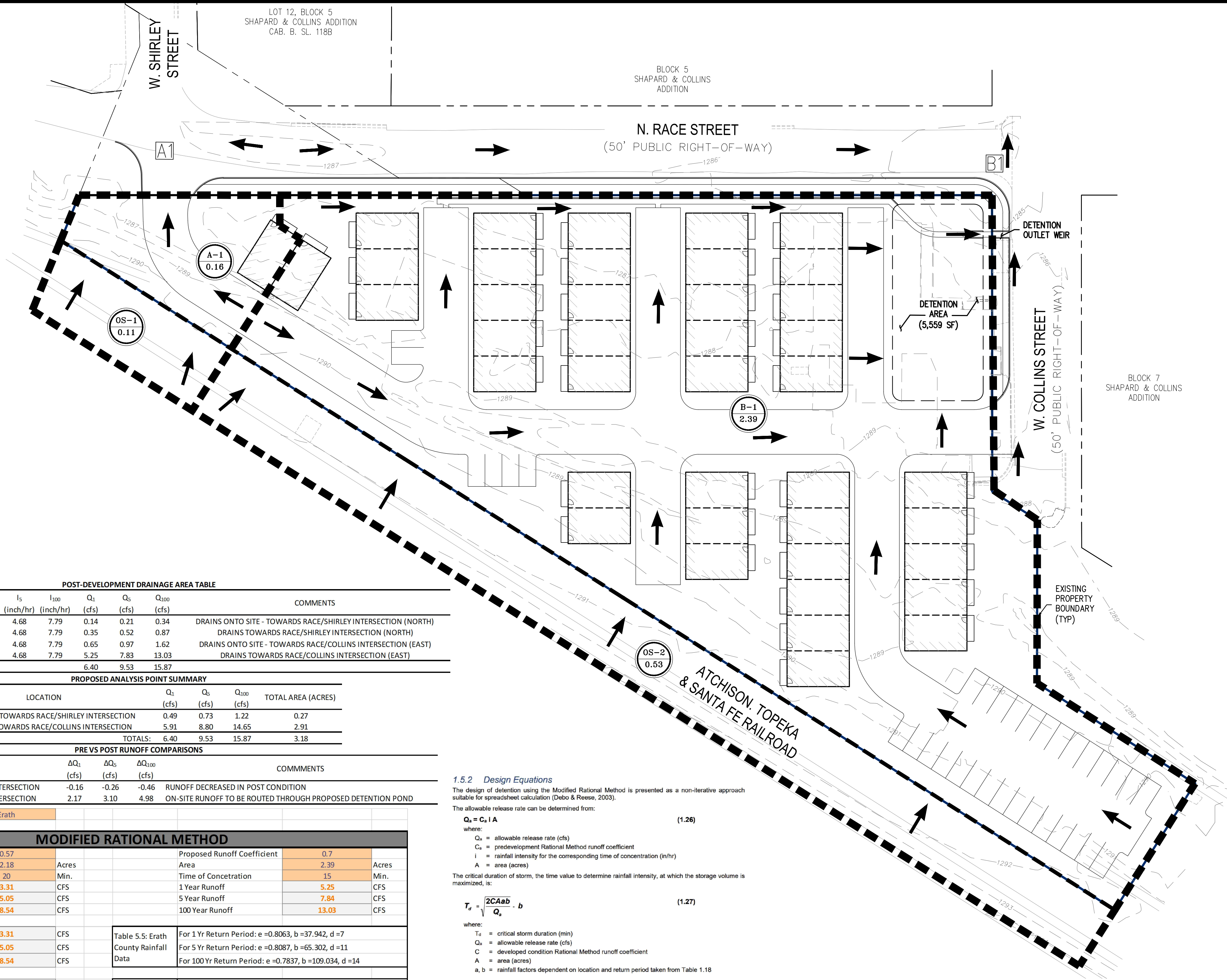
OVERALL UTILITY PLAN
(PRELIMINARY)

DESIGNED: MRF	PROJECT #: 2021-03-01	ISSUE DATE: 11.19.2021	SHEET
CHECKED: FLS			2 OF 4
DRAWN: MRF			



CALL 3 BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE, OR EXCAVATE FOR THE MARKING OF UNDERGROUND MEMBER UTILITIES.

NO CHANGES ARE TO BE MADE TO THIS DRAWING WITHOUT WRITTEN PERMISSION OF FLANAGAN LAND SOLUTIONS.



POST-DEVELOPMENT DRAINAGE AREA TABLE										
DRAINAGE AREA ID	AREA (acres)	C	Tc (min)	I ₁ (inch/hr)	I ₅ (inch/hr)	I ₁₀₀ (inch/hr)	Q ₁ (cfs)	Q ₅ (cfs)	Q ₁₀₀ (cfs)	COMMENTS
OS-1	0.11	0.40	15	3.14	4.68	7.79	0.14	0.21	0.34	DRAINS ONTO SITE - TOWARDS RACE/SHIRLEY INTERSECTION (NORTH)
A-1	0.16	0.70	15	3.14	4.68	7.79	0.35	0.52	0.87	DRAINS TOWARDS RACE/SHIRLEY INTERSECTION (NORTH)
OS-2	0.52	0.40	15	3.14	4.68	7.79	0.65	0.97	1.62	DRAINS ONTO SITE - TOWARDS RACE/COLLINS INTERSECTION (EAST)
B-2	2.39	0.70	15	3.14	4.68	7.79	5.25	7.83	13.03	DRAINS TOWARDS RACE/COLLINS INTERSECTION (EAST)
TOTALS:	3.18						6.40	9.53	15.87	

PROPOSED ANALYSIS POINT SUMMARY				
LOCATION	Q ₁ (cfs)	Q ₅ (cfs)	Q ₁₀₀ (cfs)	TOTAL AREA (ACRES)
(A1) - NORTH TOWARDS RACE/SHIRLEY INTERSECTION	0.49	0.73	1.22	0.27
(B1) - EAST TOWARDS RACE/COLLINS INTERSECTION	5.91	8.80	14.65	2.91
TOTALS:	6.40	9.53	15.87	3.18

PRE VS POST RUNOFF COMPARISONS				
LOCATION	ΔQ ₁ (cfs)	ΔQ ₅ (cfs)	ΔQ ₁₀₀ (cfs)	COMMENTS
(A1) - NORTH TOWARDS RACE/SHIRLEY INTERSECTION	-0.16	-0.26	-0.46	RUNOFF DECREASED IN POST CONDITION
(B1) - EAST TOWARDS RACE/COLLINS INTERSECTION	2.17	3.10	4.98	ON-SITE RUNOFF TO BE ROUTED THROUGH PROPOSED DETENTION POND

County	Erath								
MODIFIED RATIONAL METHOD									
Existing Runoff Coefficient	0.57			Proposed Runoff Coefficient	0.7				
Area	2.18	Acres		Area	2.39	Acres			
Time of Concetration	20	Min.		Time of Concetration	15	Min.			
1 Year Runoff	3.31	CFS		1 Year Runoff	5.25	CFS			
5 Year Runoff	5.05	CFS		5 Year Runoff	7.84	CFS			
100 Year Runoff	8.54	CFS		100 Year Runoff	13.03	CFS			
Q _{a, 1 yr}	3.31	CFS	Table 5.5: Erath County Rainfall Data	For 1 Yr Return Period: e =0.8063, b =37.942, d =7					
Q _{a, 5 yr}	5.05	CFS		For 5 Yr Return Period: e =0.8087, b =65.302, d =11					
Q _{a, 100 yr}	8.54	CFS		For 100 Yr Return Period: e =0.7837, b =109.034, d =14					
T _{d1}	21.61	Min.	Table 1.18 Rainfall Factors	For 1 Yr Return Period: a =90.53, b =13.32					
T _{d5}	25.68	Min.		For 5 Yr Return Period: a =159.31, b =18.44					
T _{d100}	28.78	Min.		For 100 Yr Return Period: a =298.07, b =22.71					
P ₁₀₁	0.91	in.	P ₁₈₀₋₁	1.68	in.				
P ₁₀₅	1.52	in.	P ₁₈₀₋₅	2.80	in.				
P _{d100}	2.75	in.	P ₁₈₀₋₁₀₀	5.27	in.				
V _{preliminary1}	1990.27	Cu.Ft	V _{Max1}	3648.88	Cu.Ft				
V _{preliminary5}	3146.65	Cu.Ft	V _{Max5}	5807.27	Cu.Ft				
V _{preliminary100}	5501.48	Cu.Ft	V _{Max100}	10522.63	Cu.Ft				

1.5.2 Design Equations

The design of detention using the Modified Rational Method is presented as a non-iterative approach suitable for spreadsheet calculation (Debo & Reese, 2003).

The allowable release rate can be determined from:

$$Q_a = C_a I A \quad (1.26)$$

where:

- Q_a = allowable release rate (cfs)
- C_a = predevelopment Rational Method runoff coefficient
- I = rainfall intensity for the corresponding time of concentration (in/hr)
- A = area (acres)

The critical duration of storm, the time value to determine rainfall intensity, at which the storage volume is maximized, is:

$$T_d = \sqrt{\frac{2CAab}{Q_a}} \cdot b \quad (1.27)$$

where:

- T_d = critical storm duration (min)
- Q_a = allowable release rate (cfs)
- C = developed condition Rational Method runoff coefficient
- A = area (acres)
- a, b = rainfall factors dependent on location and return period taken from Table 1.18

The required storage volume, in cubic feet can be obtained from the equations below:

$$V_{preliminary} = 60 [CAa - (2CabAQ_a)^{1/2} + (Q_a/2) (b-t_c)] \quad (1.28a)$$

$$V_{max} = V_{preliminary} \cdot P_{180}/P_{td} \quad (1.28b)$$

where:

- V_{preliminary} = preliminary required storage (ft³)
- V_{max} = required storage (ft³)
- t_c = time of concentration for the developed condition (min)
- P₁₈₀ = 3-hour (180-minute) storm depth (in)
- P_{td} = storm depth for the critical duration (in)
- all other variables are as defined above

The equations above include the use of an adjustment factor to the calculated storage volume to account for under sizing. The factor (P₁₈₀/P_{td}) is the ratio of the 3-hour storm depth for the return frequency divided by the rainfall depth for the critical duration calculated in Equation 1.27.

REVISIONS

NO.	DESCRIPTION	DATE
1		
2		
3		

GENERAL NOTES:

- PROPOSED DRAINAGE BASINS AND DETENTION POND CALCULATIONS ARE PRELIMINARY AND WILL BE FINALIZED AT THE CONSTRUCTION PLAN STAGE.
- EXISTING ZONING: PD (PLANNED DEVELOPMENT)

DRAINAGE DESIGN CRITERIA:

RUNOFF COMPUTATIONS

BASIS: RATIONAL METHOD $Q=C*I*A$

- Q = STORM DRAINAGE DISCHARGE (CFS) AT DESIGN POINT
- C = RUNOFF COEFFICIENT
- I = DESIGN STORM INTENSITY (INCHES PER HOUR)
- A = DRAINAGE AREA (ACRES)

RUNOFF COEFFICIENT: REFER TO TABLE 1.6 OF THE ISWM TECHNICAL MANUAL.

WEIGHTED COEFFICIENT = $((\text{PERVIOUS SF}) * (\text{C-PERVIOUS})) + ((\text{IMPERVIOUS SF}) * (\text{C-IMPERVIOUS})) / (\text{TOTAL BASIN SF})$

INTENSITY: RAINFALL INTENSITY-DURATION-FREQUENCY CURVES FOR AREAS TAKEN FROM ISWM "TECHNICAL MANUAL:HYDROLOGY" (TABLE 5.15 ERATH COUNTY RAINFALL DATA)

STORM FREQUENCY: 1-YEAR
5-YEAR
100-YEAR

TIME OF CONCENTRATION: MINIMUM & MAXIMUM T_c VALUES TAKEN FROM TABLE 1.5 OF ISWM TECHNICAL MANUAL.

LEGEND:

DRAINAGE AREA BOUNDARY

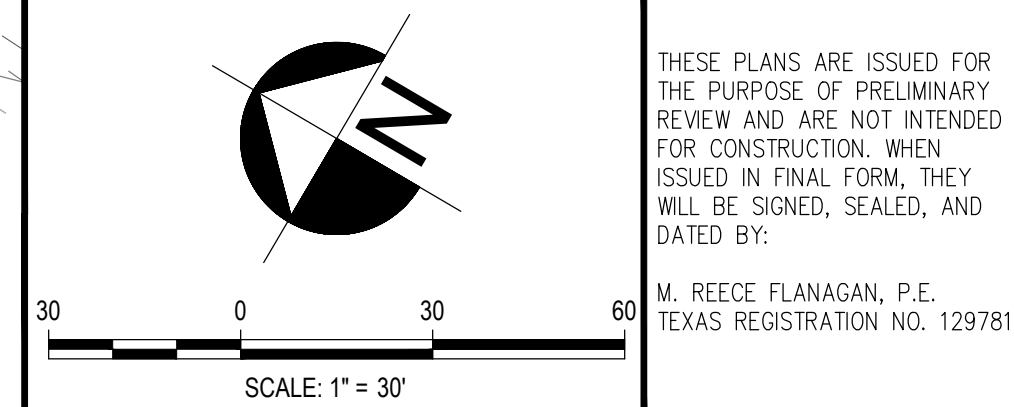
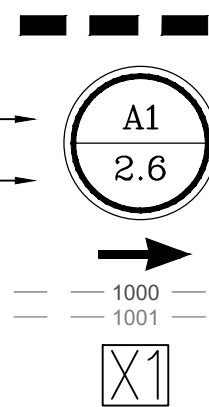
DRAINAGE AREA LABEL

NAME
AREA (ACRES)

FLOW ARROW

EXISTING CONTOUR

ANALYSIS POINT



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M. REECE FLANAGAN, P.E.
TEXAS REGISTRATION NO. 129781



FLANAGAN
land solutions

Dallas, Texas | P: 940.327.7963 | flanagan-ls.com | TBPE Firm No. F-22910

COLLINS TOWNHOMES
STEPHENVILLE, TEXAS

PROPOSED DRAINAGE AREA MAP
(PRELIMINARY)

DESIGNED: MRF	PROJECT #: 2021-03-01	ISSUE DATE: 11.19.2021	SHEET 4 OF 4
CHECKED: FLS			
DRAWN: MRF			



Know what's below.
Call before you dig.

CALL 3 BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE, OR EXCAVATE FOR THE MARKING OF UNDERGROUND MEMBER UTILITIES.

November 19, 2021

City of Stephenville – Development Services Department
298 W. Washington Street
Stephenville, Texas 76401

Re: Preliminary Plat Submittal – Project Narrative
Collins Townhomes
525 West Collins, Stephenville, Texas

Dear City of Stephenville,

Flanagan Land Solutions, LLC (FLS) is pleased to submit this preliminary plat and preliminary engineering plan set on behalf of Cowtown Properties, LLC for our proposed development, the Collins Townhomes. The site currently consists of partially developed land located at 525 West Collins Street in Stephenville, Texas. The proposed development includes 44 lots with 41 of those lots being townhome units. This project will include associated access drives, parking areas, utilities, and a detention area.

We appreciate the opportunity to do business in Stephenville and look forward to working through the development process and continuing to grow our professional relationship. Please don't hesitate to reach out with any questions regarding our submittal package.

Sincerely,
Flanagan Land Solutions, LLC



Reece Flanagan, PE, MBA
reece@flanagan-ls.com
P:940.327.7963



STAFF REPORT

SUBJECT:

Case No.: PP2021-007

Applicant Taylor Kanute, representing Bosque Clark, LLC, is requesting approval of a preliminary plat of the properties located at 0 River North I, II, & III, Parcel 40037, of A0032 BLAIR JOHN of the City of Stephenville, Erath County, Texas.

DEPARTMENT:

Development Services

STAFF CONTACT:

Steve Killen

RECOMMENDATION:

Staff recommends approval of the preliminary plat with the following conditions as required by The Subdivision Ordinance, Chapter 155.4.05 of the City of Stephenville Code of Ordinances:

1. Correct the Single Family Attached Land Use table as it conflicts with lot count under Preliminary Plat data.
2. Ownership info has updated – please submit title commitments.
3. Open space lots must be clearly identified for common use requiring the establishment of a HOA.
4. All lots must meet the minimum dimension of 75' frontage.
5. Setbacks are not identified on lots.
6. 8' Utility easements must be provided at rear and side of lots. Side set back may be shared for every two lots with common side property lines.
7. A waiver for the Thoroughfare plan must be submitted for current design.
8. Lots will need to be developed per drainage plan.
9. Verify Lot 33 will have buildable space to meet minimum requirements of a 1500 square foot main building.
10. Corner visibility clips of 20' must be provided.
11. Dedicated drainage easements may be required per drainage plan.
12. Multiple lots show multiple arc lengths – show one frontage dimension per lot.
13. Identify cuts and flood plain lot and if dedicated to the city.
14. Verify Cul-de-Sac radii meet Fire Department requirements.

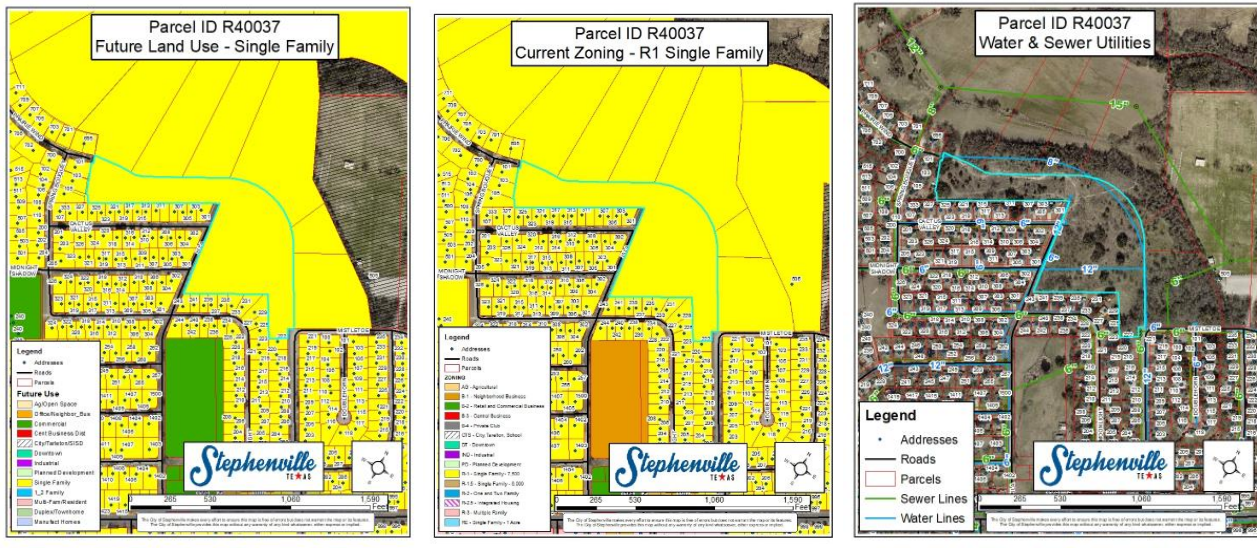
BACKGROUND:

APPLICANT REQUEST:

Applicant is requesting approval of a preliminary plat for a single family resident project. This parcel has not been previously platted; however, will be a portion of a development that will subdivide seven parcels into 84 single family R-1 lots.

The applicant has submitted a preliminary plat along with the appropriate submittals currently under review by staff. A final plat will be presented upon completion and acceptance of the public improvements.

PROPERTY PROFILE



DESCRIPTION OF REQUESTED ZONING

Sec. 154.05.3. Single-family residential district (R-1) (7,500 ft²).

5.3.A Description. This residential district provides for a generally lesser density city neighborhood development. The primary land use allows for single-family dwelling development appropriate to a city-style neighborhood. Other uses within this district shall contribute to the nature of the neighborhood. Development within this district is intended to be separate from and protected from the encroachment of land activities that do not contribute to the esthetic and functional well being of the intended district environment.

5.3.B Permitted Uses.

- (1) Single-family detached dwelling, limited to occupancy by a family having no more than three individuals who are unrelated by blood, legal adoption, marriage or conservatorship. The owner and any agent of the owner shall be legally responsible for directly or indirectly allowing, permitting, causing or failing to prohibit residential use of a dwelling in this district by more than three unrelated individuals;
- (2) Accessory buildings;
- (3) Churches, temple, mosques and related facilities;
- (4) Community home;
- (5) Park or playground; and
- (6) SISD school—public.

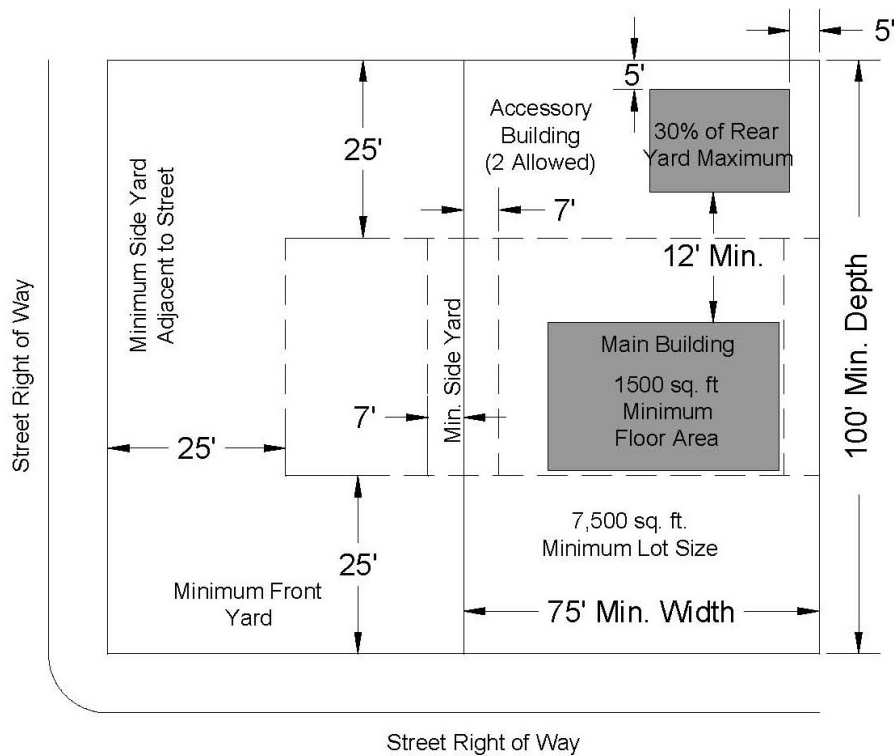
5.3.C Conditional Uses.

- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision; and
- (3) Child care—registered family home.

5.3.D Height, Area, Yard and Lot Coverage Requirements.

- (1) Maximum density: one dwelling unit per lot.
- (2) Minimum lot area: 7,500 ft².
- (3) Minimum lot width and lot frontage: 75 feet.

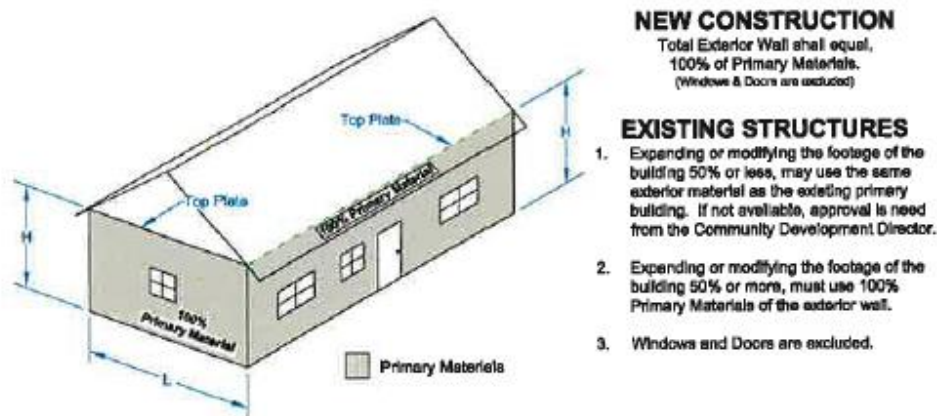
- (4) Minimum lot depth: 100 feet.
- (5) Minimum depth of front setback: 25 feet.
- (6) Minimum depth of rear setback: 25 feet.
- (7) Minimum width of side setback:
 - (a) Internal lot: seven feet.
 - (b) Corner lot: 25 feet from intersecting side street.
- (8) Building size:
 - (a) Maximum main building coverage as a percentage of lot area: 40%.
 - (b) Minimum area of main building: 1,500 ft².
- (9) Accessory buildings:
 - (a) Maximum accessory buildings coverage of rear yard: 30%.
 - (b) Maximum number of accessory buildings: two.
 - (c) Minimum depth of side setback: five feet.
 - (d) Minimum depth of rear setback: five feet.
 - (e) Minimum depth from the edge of the main building: 12 feet.
- (10) Maximum height of structures: 35 feet.
- (11) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



5.3.E Parking Regulations. A Single-Family, R-1 District lot shall provide a minimum of two vehicle parking spaces, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in this ordinance, Section 11, Parking Regulations of this ordinance.

5.3.F Type of Construction.

- (1) The exterior walls of all new dwellings to the top plate, shall be constructed exclusively of primary materials, excluding doors, windows, and porches. See Section 10.E(1): Exterior Building Material Standard—Primary Materials.
- (2) Existing dwellings expanding the total square footage of the building 50% or less, or modifying the exterior walls, may use the same exterior construction material as the existing primary building. If the material is not available, similar material may be used if approved by the Community Development Director.
- (3) Existing dwellings expanding the total square footage of the building by more than 50%, or proposing to use a material consistent with the primary structure for any expansion must use primary materials, Section 10.E(1): Exterior Building Material Standard—Primary Materials, for the expansion area.



(Ord. 2011-26, passed 12-6-2011)

FACTORS TO CONSIDER:

- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel - is land large enough and in proper location for proposed use?
- Reasonable Use of Property - does proposed change provide reasonable use of property?
- Zoning has great discretion - deny if applicant has not proven it is in the best interest of City to rezone

ALTERNATIVES

- 1) Approve the Preliminary Plat.
- 2) Take actions as authorized by Chapter 212 as referenced below:

(a) A municipal authority or governing body that conditionally approves or disapproves a plan or plat under this subchapter shall provide

the applicant a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval.

(b) Each condition or reason specified in the written statement:

(1) must:

(A) be directly related to the requirements under this subchapter; and

(B) include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval, if applicable; and

(2) may not be arbitrary.

Plat Application and Checklist

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

Please check the Appropriate Box:

Final Plat ☐ Preliminary Plat ☒ Amended Plat ☐ Minor Plat ☐
Residential Replat ☐ Replat ☐ Conveyance Plat ☐

PROPERTY INFORMATION:

Project Name: BOSQUE HEIGHTS Parcel(s) Tax ID# (Required): REFER TO ATTACHED

Project Address (Location): PRAIRIE WIND & RIVER NORTH 1, 2, & 3 Total Acres:

Previous Project Number (If Applicable): NA

Existing Zoning: R-1 # of Existing Lots: 7 # of Existing Units: 0

Proposed Zoning: R-1 # of Proposed Lots: 82 # of Proposed Units: 82

SIGNATURE:

Owner Information and Authorization

Name: DR. W. KAM AND RAY REYNOLDS & OVERLOOK DEVELOPMENT RIDGEVIEW ESTATES

Company Name:

Address: PO BOX 192 STEPHENVILLE, TX 76401

Telephone: Email:

- Please Note: e-mail addresses will be used to notify the owner or representative of the status of the plat.

CHECK ONE OF THE FOLLOWING:

- ☐ I will represent the application myself; or
- ☒ I hereby designate MYCOSKIE & ASSOCIATES, INC. (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

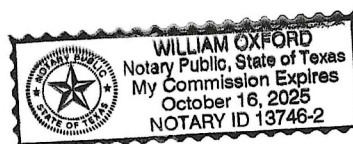
I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct. By signing below, I agree that the City of Stephenville (the "City") is authorized and permitted to provide information contained within this application, including the email address, to the public. The City is also authorized and permitted to reproduce any copyrighted information submitted in connection with the application, if such reproduction is associated with the application in response to a Public Information Request.

Owner's Signature:  Date: 11/11/2021

STATE OF TEXAS COUNTY OF BEFORE ME, a Notary Public, on this day personally appeared (printed owner's name) the above signed, who, under oath, stated the following: "I hereby certify that I am the owner, for the purposes of this application; that all information submitted herein is true and correct." SUBSCRIBED AND SWORN TO before me, this 11 day of November, 20 21


Notary Signature

(seal)





Development Services Department
298 W. Washington, Stephenville TX 76401
Phone: (254) 918-1222 www.stephenvilletx.gov

Plat Application and Checklist

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

ITEMS TO BE SUBMITTED:

- ☒ Application and Checklist.
- ☒ Associated Fee(s): as listed on the Development Review Fee Schedule.
- ☒ Project Narrative: Written proposal for the project.
- ☐ Plats: Plats will be drawn on a sheet size of 24" x 36" with a 3" x 3" clear box in the right hand corner (these are county requirement for filing). Two Mylar and two paper copies are required to be submitted. Smaller or larger sheet size may be accepted only if approved by Director of Planning and Building Departments. Plats will be drawn to a scale no smaller than 1" = 100' unless otherwise approved by the Director. Black and white originals are preferred as color lines are sometimes hard to pick-up via copy.
- ☐ 24" x 36" Engineering/Support Documents (if required) Engineering/support documents are required for all public improvements, including sidewalks. Engineering/support documents will be drawn to a plan view scale not smaller than 1" = 100' with exception to the drainage area map which may be a scale not smaller than 1" = 400' unless otherwise approved by the Director.
- ☐ All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- ☐ Utilities Acceptance Form
- ☐ Plat Checklist: I have reviewed the checklist and all submittals for completeness and accuracy.
- ☐ Digital Submission: All items should be submitted digitally in PDF format.

GENERAL INFORMATION:

A plat is intended to serve as the official recorded map of the property to be developed, showing thereon the boundaries, lots, public streets and easements and other significant public facilities and features which are necessary to serve the development, as required by the Stephenville Subdivision Ordinance. A plat of the property to be subdivided or developed is required of all development to which Stephenville Subdivision Ordinance applies. For a development to be constructed in phases, the plat may include only a portion of the land included in a general development plan and/or preliminary plat.

Applicant information required: the applicant, owner and contact information must be provided in entirety. If multiple design professionals are involved in the preparation of the plat document, list the principal design professional. All correspondence relating to the plat will be directed to the contact designated on the application.

Owner signature: the plat application is required to be signed by the current property owner. If the property owner is not available to sign the application, then a notarized letter of authorization from the property owner is required to be submitted which empowers a designee to sign for the property owner.

Acceptance of plat application: All plat applications will be reviewed for completeness in accordance with this checklist before they are accepted by City Staff. Failure of applicant to provide required information constitutes grounds for refusal of plat acceptance for processing; or staff recommendation of denial when application is scheduled for consideration.



Development Services Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1222 www.stephenvilletx.gov

PLAT SHALL CONTAIN:

**On
Plat** **N/A**

- | | | |
|--------------------------|--------------------------|---|
| ☐ | ☐ | The date, written and graphic scale, north arrow, proposed name of the development, key map showing the location of the development in relation to existing streets and highways and dates of preparation and revisions. |
| ☐ | ☐ | The signature block of the owner or owners of the land included within the plat, acknowledged in the form required for the acknowledgement of deeds. |
| ☐ | ☐ | Name of the subdivider or developer, record owner and surveyor. |
| ☐ | ☐ | Provide a note on the plat stating the purpose of the Plat. |
| ☐ | ☐ | Title Block containing: Proposed name of the subdivision or lot on record, acres in previously platted and unplatted land and total of those acres, survey and jurisdiction (City of Stephenville, County of Erath, Texas, for example). |
| ☐ | ☐ | Proposed name of the subdivision, development or lot on record, which shall not have the same spelling or be pronounced similarly to the name of any other development located on land within the jurisdiction of the city. Developers of phased development shall use the same base name for different sections, identified by a section number. |
| ☐ | ☐ | <p>The development boundary lines, shown by a continuous dark line of sufficient width to be easily identified, as shown by a survey performed by a registered professional land surveyor describing the boundaries of the development by metes and bounds. The survey shall:</p> <ul style="list-style-type: none"> ▪ Locate the boundaries with respect to a corner of the survey or tract or any original corner of the original survey abstract of which it is a part (provide a note of description of the location of the survey abstract). At least one corner shall be tied by course and distance to a corner in a recorded subdivision or to a right-of-way pin at an intersection. (Note describing corner markers should be included); ▪ Describe and locate all permanent survey monuments, pins, and control points and tie and reference the survey corners to the Texas State Plane Coordinate System. ▪ Identify the dimensions of the development with a legal description and bearings and distances on the boundary of the plat. |
| ☐ | ☐ | Location of development by city, county and state. |
| ☐ | ☐ | Please provide a location map showing the relation of the subdivision to streets and other prominent features. |
| ☐ | ☐ | Please show the names of the adjoining subdivisions or the names of the adjoining property owners, together with their respective plat or deed references. |
| ☐ | ☐ | Show boundaries streets and/or right of way on the plat |
| ☐ | ☐ | The exact location, dimension and description of all existing or recorded public or private easements, and public rights-of-way within the development, intersecting or contiguous with its boundary or forming such boundary. |
| ☐ | ☐ | The dimensions of all existing or proposed lots and blocks within the development identified by letter or number running consecutively throughout the development. |

☐☐

The exact location, dimensions and description of all proposed public or private easements, parks, other areas, reservations, and other rights-of-way to be dedicated to the public, located within, intersecting or contiguous with its boundary or forming such boundary.



Development Services Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1222 www.stephenvilletx.gov

PLAT SHALL CONTAIN:

☐☐

All proposed street right of ways or changes to be made in existing right of ways shall be described with accurate bearings or deflecting angles and radii, area and central angle, degree of curvature, tangent distance and length of all curves where appropriate, and the primary control points.

☐☐

Approved name and dimensioned width of each street right of way. Street names are required for all newly created streets on the final plat document. Please note that street names will not be considered "reserved" prior to the submission of a final plat document.

☐☐

Show centerline of existing streets. Dimension from centerline to edge of existing right-of-way and from centerline to edge of proposed right-of-way.

☐☐

Existing and proposed easements – labeled, dimensioned, and instrument used to create or abandon such easements.

☐☐

The identification, location and size of all existing gas, petroleum, or similar common carrier easements located within or on the boundary of the development. If no easements or pipelines are located on the property, add a note to that effect.

☐☐

Boundary lines of open spaces to be dedicated or granted for use by the public or inhabitants of the development. Parkland dedications should be noted.

☐☐

Reference by record name to recorded subdivision plats or adjoining platted land with recording information.

☐☐

Label lots in or adjacent to a floodplain or adjacent to a drainage easement and in other locations if required by the City Engineer with the following: "minimum finished floor elevations required."

☐☐

Provide a note on the plat stating: "The minimum finished floor elevations shall be provided when a building permit application is submitted. The minimum finished floor elevations shall be based on the current FEMA data. The minimum finished floor elevations shall be stated as mean sea level."

☐☐

All required dedication and certification statements.

☐☐

Certification that basic documentation has been set in order to determine location of public improvements.

☐☐

Signature block for approving body.

☐☐

Traffic Impact Analysis (TIA) may be required at the time of Preliminary Plat submittal for all site developments. For phased developments, the TIA shall include an analysis for each phase of the development and the threshold for the TIA shall be for the entire development.

○ Threshold for a Traffic Impact Analysis:

- Residentially zoned Subdivisions that are projected to generate more than 1,000 new average daily trips (ADT) shall require a TIA.
- Office zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA.
- Nonresidential zoned Subdivisions that are projected to generate more than 2,500 new average daily trips (ADT) shall require a TIA.
- Industrial zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA.

REQUIREMENTS FOR RECORDING FINAL PLAT:

- ☐ ☐ Plats shall be filed prior to formal acceptance of any public improvements and prior to issuance of building permits. In order to comply with the county's plat filing requirements, the following must be completed on the final plat document.
- ☐ ☐ All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- ☐ ☐ All stamps and seals must be legible.
- ☐ ☐ Tax certificates are required with the filing of each plat from all taxing entities.
- ☐ ☐ All property owner signatures must be original and acknowledged (notary public) and each name must be printed below each signature.

This document contains a summary list of requirements for a Plat submittal. Additional documents may be requested. For detailed information, visit our website at www.stephenvilletx.gov. Below is a quick reference guide to help in your navigation to more detailed information.

Stephenville Subdivision Ordinance

<http://www.stephenvilletx.gov/wp-content/uploads/2018/01/1-2-18-Adopted-Subdivision.pdf>

Stephenville Engineering Standards Manual

www.stephenvilletx.gov/wp-content/uploads/2018/01/Engineering-Standards-Manual-2018_01-02-ADOPTED.pdf

Stephenville 2030 Comprehensive Plan

www.stephenvilletx.gov/2030-comprehensive-plan/

Forms and Documents

<http://www.stephenvilletx.gov/residents/forms/>

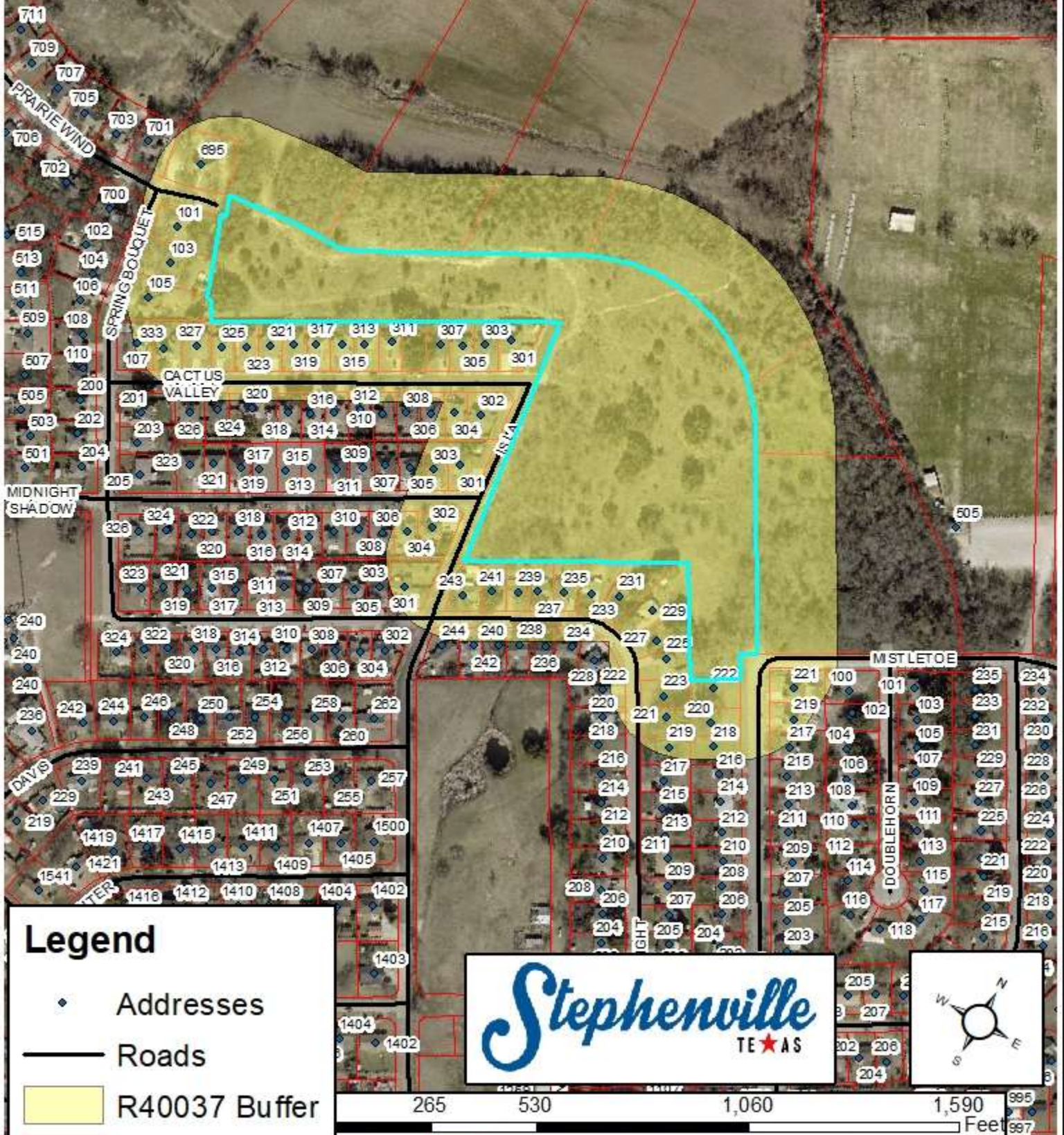
Fees (others may be applicable):

Subdivision Filing Fees:

Preliminary Plat (per plat)	\$200.00 (per lot) \$10.00
Final Plat (per plat)	\$200.00 (per lot) \$10.00
Replat (per plat)	\$200.00
Site Development Plan (per plan)	\$200.00 (water, sewer, streets, storm drain engineering review)

Parcel ID R40037 200 ft Buffer

Item 4.

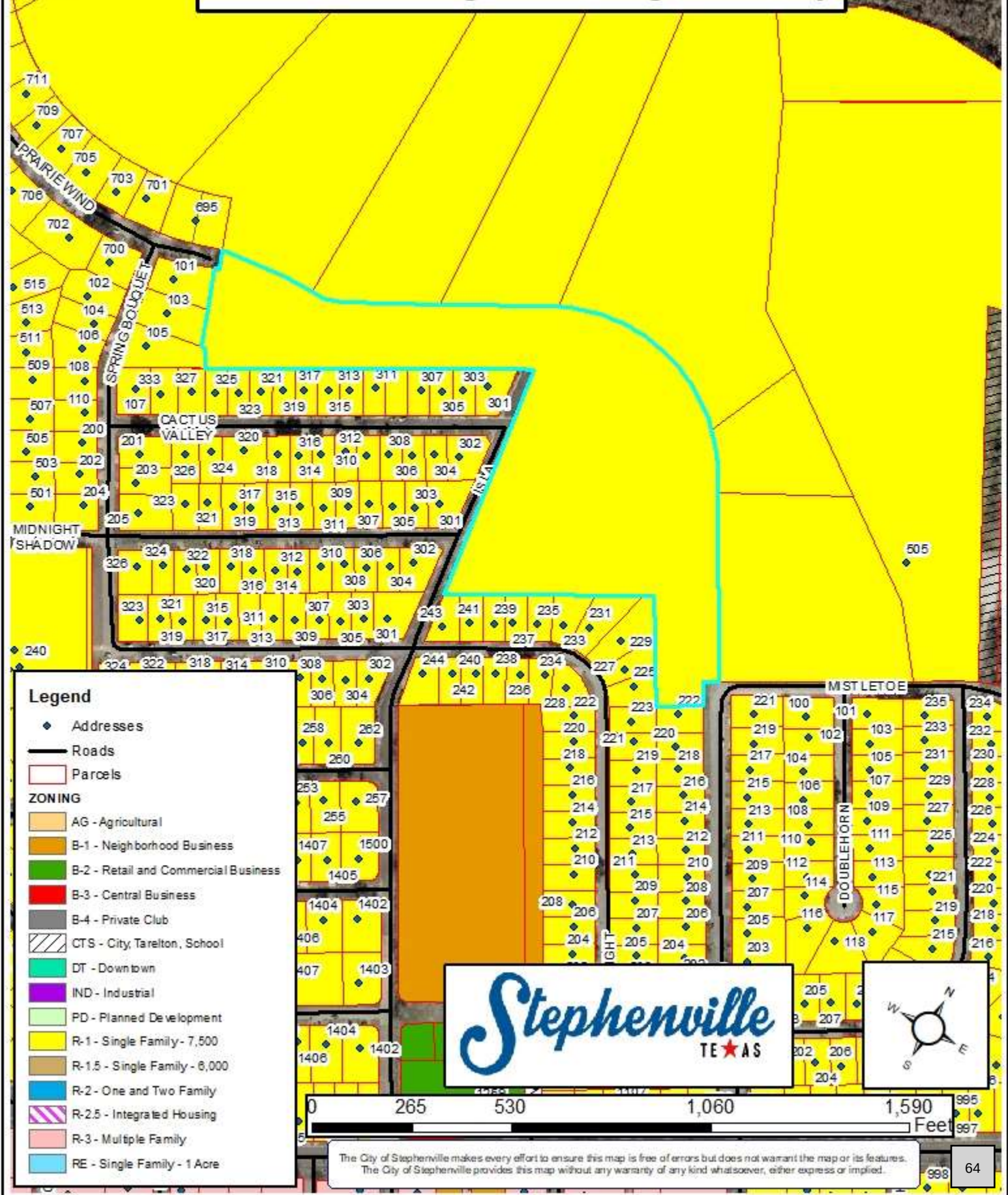


The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel ID R40037

Current Zoning - R1 Single Family

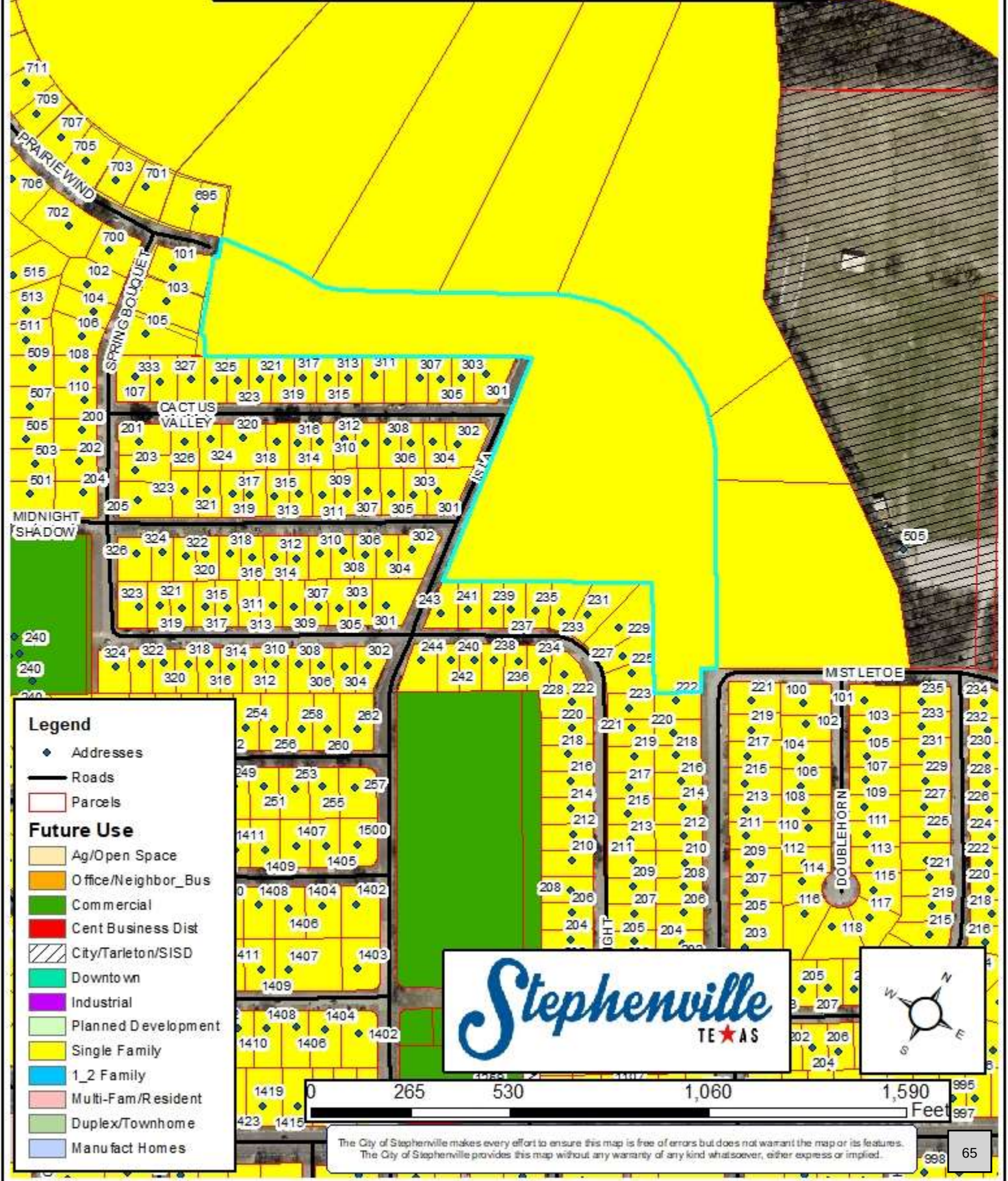
Item 4.



Parcel ID R40037

Future Land Use - Single Family

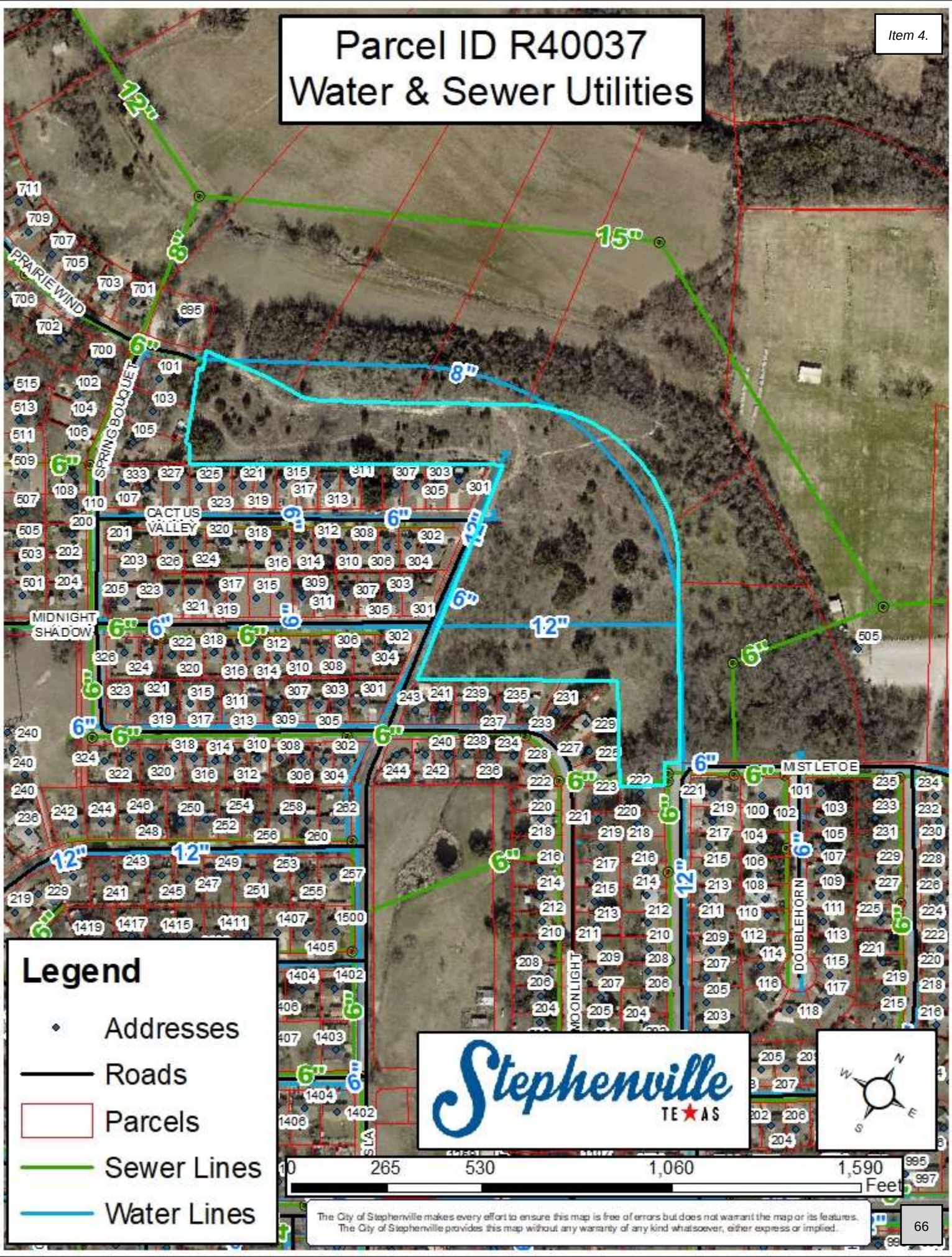
Item 4.



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Parcel ID R40037
Water & Sewer Utilities

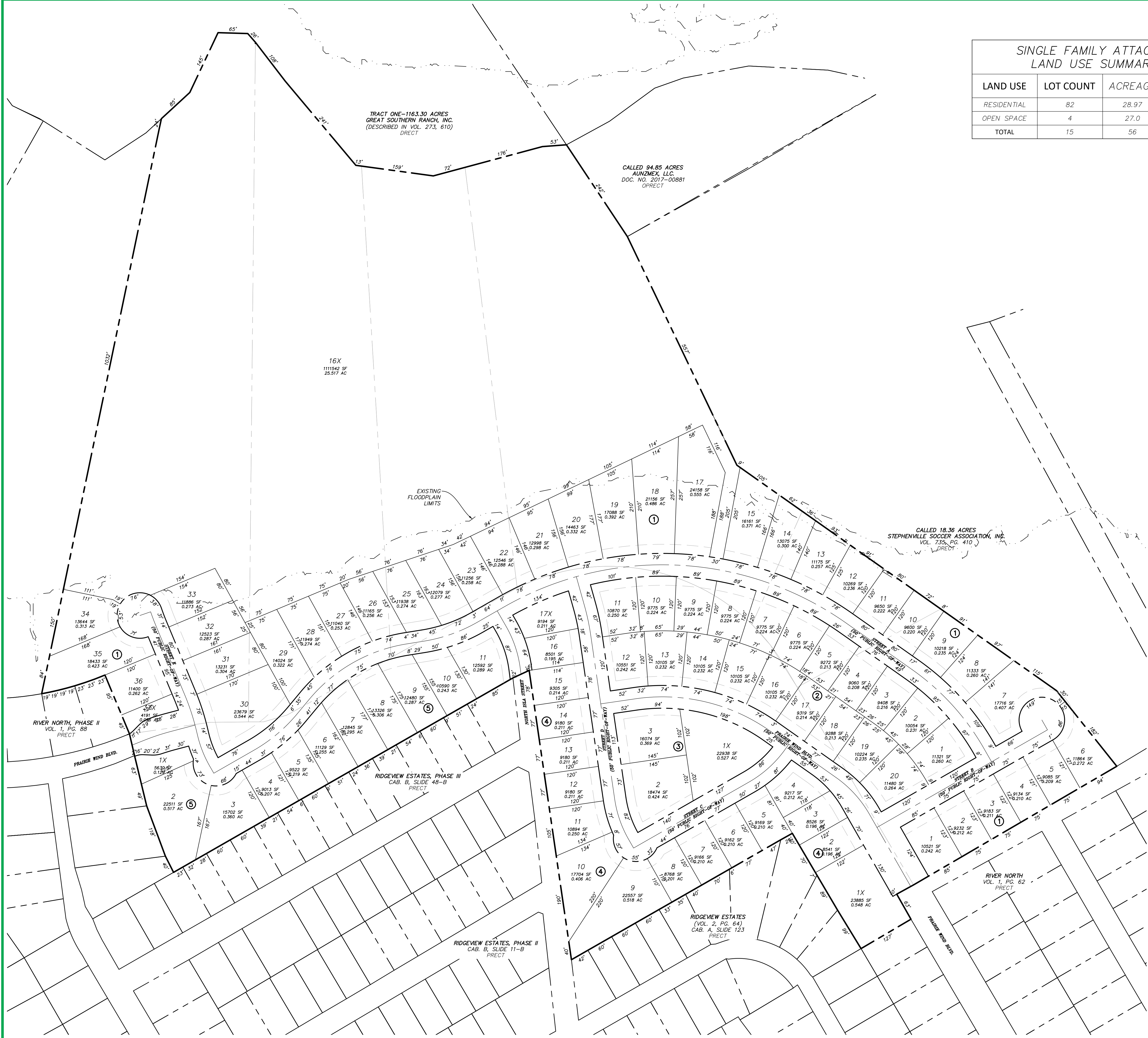
Item 4.



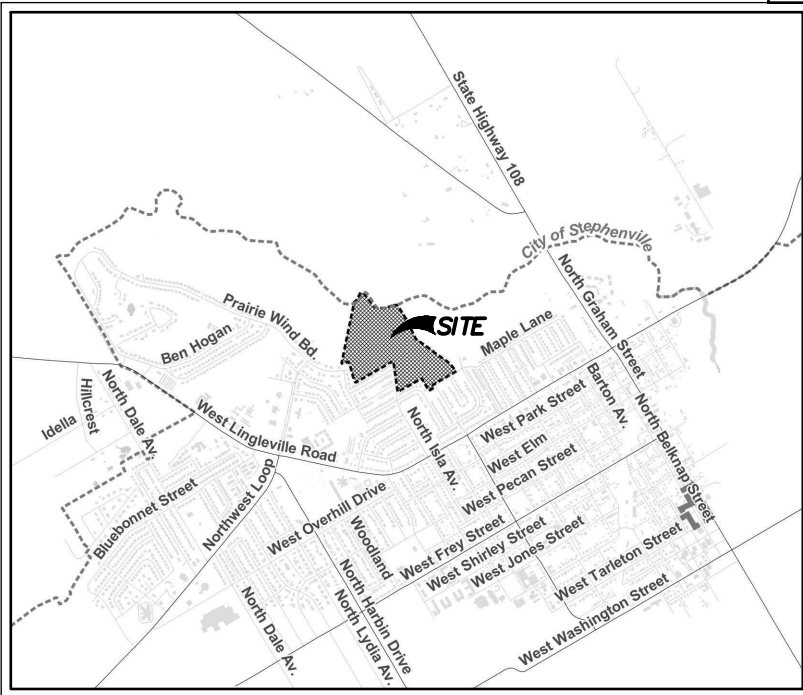
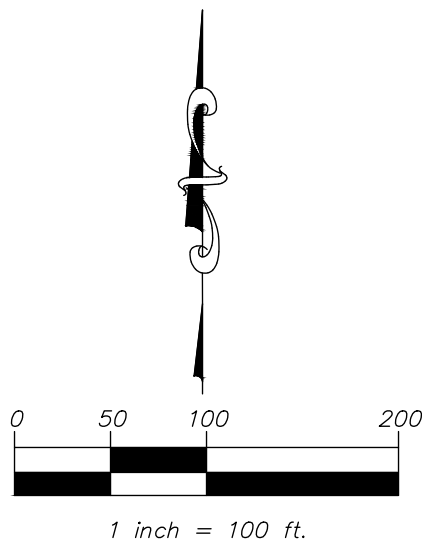
Parcel R40037 Addresses

Item 4.

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	
R000040008	243 MOONLIGHT TRAIL	1999 DIERS FAMILY TRUST	7717 CR175	STEPHENVILLE	TX	76401
R000033062	219 PRAIRIE WIND	AHMAD ABRAR	219 PRAIRIE WIND	STEPHENVILLE	TX	76401
R000074644	107 SPRING BOUQUET	ALLISON MARK & LORI	1221 COMANCHE COUNTY ROAD 340	DUBLIN	TX	76446-8533
R000072833	302 MIDNIGHT SHADOW	BAKER BILLY PAUL & CREDENCE THALAIN	104 HERITAGE PL	GLEN ROSE	TX	76043
R000040007	301 MOONLIGHT TRAIL	BENHAM JIM & WANDA	553 TIMBER WOLF TRAIL	STEPHENVILLE	TX	76401-9641
R000040012	235 MOONLIGHT TRAIL	BENHAM JIM & WANDA	553 TIMBER WOLF TRAIL	STEPHENVILLE	TX	76401-9641
R000040011	237 MOONLIGHT TRAIL	BENHAM JIMMIE LANCE	1009 N DALE	STEPHENVILLE	TX	76401
R000040018	244 MOONLIGHT TRAIL	BENHAM JODY BLAKE	553 TIMBER WOLF TRAIL	STEPHENVILLE	TX	76401
R000073245	311 CACTUS VALLEY	BENNETT NATALIE NICOLE & KIM ALLEN BENNETT	311 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000033085	701 PRAIRIE WIND	BLAGG DAVID F & D LAREE	701 PRAIRIE WIND	STEPHENVILLE	TX	76401
R000040013	233 MOONLIGHT TRAIL	BONILLA KRISTI NICHOLE &	233 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401
R000073250	301 CACTUS VALLEY	BRITTON DEL D & AMY R	301 CACTUS VALLEY	STEPHENVILLE	TX	76401-1846
R000073237	327 CACTUS VALLEY	BROOKS ANDREA LAUREN & JORDAN MATTHEW	327 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000073244	313 CACTUS VALLEY	BURGESS DEVIN & STORMI	313 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000033194	105 SPRING BOUQUET	CALDWELL JERRY C JR & HEATHER	105 SPRING BOUQUET ST	STEPHENVILLE	TX	76401-1841
R000073247	307 CACTUS VALLEY	CARDOZA MICAH SHAYLE & STEVEN EDWARD	307 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000040010	239 MOONLIGHT TRAIL	CONWAY CHRIS & JANINE CONWAY	239 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401
R000073242	317 CACTUS VALLEY	CUTBIRTH TRELTON BEAU	317 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000073243	315 CACTUS VALLEY	DERINGTON JEREMY & JANICE ELAINE	315 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000073240	321 CACTUS VALLEY	DEVER ELIZABETH	321 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000040014	231 MOONLIGHT TRAIL	DEVIVO DANIEL T & CONNIE (ESTATE)	231 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401-0000
R000073249	303 CACTUS VALLEY	DODSON DEREK & CAROL	303 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000040016	227 MOONLIGHT TRAIL	ELAND EDDIE L & BERTHA J	21160 S FM 219	DUBLIN	TX	76446
R000040015	229 MOONLIGHT TRAIL	EILAND EDDIE L & BERTHA J	21160 S FM 219	DUBLIN	TX	76446
R000033022	219 MOONLIGHT TRAIL	GALLARDO JUAN ENRIQUE & JAKELINE GALLARDO	219 MOONLIGHT TR	STEPHENVILLE	TX	76401
R000033064	100 DOUBLE HORN	GAUTAM ATMA & LAXMI GAUTAM	950 W OAK	STEPHENVILLE	TX	76401
R000040006	303 MOONLIGHT TRAIL	GIBSON JUDD KYLE & DIANA MARIA	303 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401-0000
R000072830	305 MIDNIGHT SHADOW	GREER MATT M	305 MIDNIGHT SHADOW TRAIL	STEPHENVILLE	TX	76401
R000073225	304 CACTUS VALLEY	GROSKY RUTH MAUREEN	304 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000033024	223 MOONLIGHT TRAIL	HOOKE SARAH & WESTON HOOKER	223 MOONLIGHT	STEPHENVILLE	TX	76401
R000033196	101 SPRING BOUQUET	HUCKABY MARY J	101 SPRING BOUQUET	STEPHENVILLE	TX	76401
R000072834	304 MIDNIGHT SHADOW	HUFFMAN SCOTT & JESSICA	304 MIDNIGHT SHADOW	STEPHENVILLE	TX	76401
R000014960	0 PRAIRIE WIND (OFF)	IP KAM W DR & REYNOLDS RAY	P O BOX 192	STEPHENVILLE	TX	76401-0000
R000063113	0 PRAIRIE WIND (OFF)	IP KAM W DR & REYNOLDS RAY	P O BOX 192	STEPHENVILLE	TX	76401-0000
R000063099	0 PRAIRIE WIND (OFF)	IP KAM W DR & REYNOLDS RAY	P O BOX 192	STEPHENVILLE	TX	76401-0000
R000063100	0 PRAIRIE WIND (OFF)	IP KAM W DR & REYNOLDS RAY	P O BOX 192	STEPHENVILLE	TX	76401-0000
R000063101	0 PRAIRIE WIND (OFF)	IP KAM W DR & REYNOLDS RAY	P O BOX 192	STEPHENVILLE	TX	76401-0000
R000063105	0 PRAIRIE WIND (OFF)	IP KAM W DR & REYNOLDS RAY	P O BOX 192	STEPHENVILLE	TX	76401-0000
R000073224	302 CACTUS VALLEY	JOHNSON GIFFORD LEE & LINDA K LIVING TRUST	122 BEN HOGAN DR	STEPHENVILLE	TX	76401
R000072835	306 MIDNIGHT SHADOW	JOHNSON KAREN DASHA (LIFE ESTATE)	306 MIDNIGHT SHADOW	STEPHENVILLE	TX	76401
R000033026	220 PRAIRIE WIND	JONES SUSAN L	220 PRAIRIE WIND	STEPHENVILLE	TX	76401
R000073241	319 CACTUS VALLEY	JOY EDWARD D & ELIZABETH V	319 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000073228	310 CACTUS VALLEY	KEY ERICK & STEPHAINE KEY	14734 ARBOR TRACE CT	CYPRESS	TX	77429
R000073233	320 CACTUS VALLEY	LABADIE AREK BLANE & BRANDI	320 CACTUS VALLEY	STEPHENVILLE	TX	76401-1845
R000073229	312 CACTUS VALLEY	LAURSEN HILLARY	105 HUDSON DR	STEPHENVILLE	TX	76401
R000033083	695 PRAIRIE WIND	LEE MARCHELLE	695 PRAIRIE WIND BLVD	STEPHENVILLE	TX	76401
R000073246	309 CACTUS VALLEY	LK CAPITAL INVESTMENTS LLC	159 SOUTH GRAHAM	STEPHENVILLE	TX	76401
R000073239	323 CACTUS VALLEY	LYERLY ARNOLD C & ANNIE LESAUX	323 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000073226	306 CACTUS VALLEY	MADER INVESTMENTS LLC	925 STONE GATE	STEPHENVILLE	TX	76401
R000073248	305 CACTUS VALLEY	MANCUSO LIAM KYLE	305 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000073232	318 CACTUS VALLEY	MCNUTT GUY DBA MCNUTT HOMES	427 EDWARD DRIVE	DUBLIN	TX	76446
R000040009	241 MOONLIGHT TRAIL	MONTGOMERY DEBORAH RAY	241 MOONLIGHT TR	STEPHENVILLE	TX	76401-0000
R000033025	222 PRAIRIE WIND	MOYER LINDA & CAITLIN MOYER	222 PRAIRIE WIND	STEPHENVILLE	TX	76401
R000073227	308 CACTUS VALLEY	NEAL CHRISTOPHER BRIAN & MICHELLE LEIGH NEAL	308 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000033023	221 MOONLIGHT TRAIL	OQUIN MEGAN L & JASON S OQUIN	2821 SPRUCE AVE #147	FRESNO	CA	93720
R000040037	0 RIVER NORTH I, II & II	OVERLOOK DEVELOPMENT RIDGEVIEW ESTATES	PO BOX 192	STEPHENVILLE	TX	76401
R000033011	220 MOONLIGHT TRAIL	PORTER MATTHEW & APRIL	220 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401
R000072831	303 MIDNIGHT SHADOW	PRICE ROBERT G & SUSAN D	303 MIDNIGHT SHADOW	STEPHENVILLE	TX	76401
R000072832	301 MIDNIGHT SHADOW	RASBERRY J OWEN & SARAH B	301 MIDNIGHT SHADOW	STEPHENVILLE	TX	76401
R000040017	225 MOONLIGHT TRAIL	RAYBORN WILLIAM & DEANNA	225 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401
R000033012	222 MOONLIGHT TRAIL	REISMAN CHRISTOPHER LONN	222 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401
R000073238	325 CACTUS VALLEY	ROBINSON DAVID D	325 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000033063	221 PRAIRIE WIND	SIMCHO MICHAEL THOMAS	221 PRAIRIE WIND BLVD	STEPHENVILLE	TX	76401
R000040023	234 MOONLIGHT TRAIL	SIMS SHERALEE A	234 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401-0000
R000073236	326 CACTUS VALLEY	SLABY GERALD CHRISTOPHER	326 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000040019	242 MOONLIGHT TRAIL	STEPHENVILLE RENTALS LLC	181 S GRAHAM	STEPHENVILLE	TX	76401
R000033061	217 PRAIRIE WIND	STEPHENVILLE RENTALS LLC	181 S GRAHAM	STEPHENVILLE	TX	76401
R000033027	218 PRAIRIE WIND	STEVENS JAKE EDWARD	218 PRAIRIE WIND	STEPHENVILLE	TX	76401
R000040020	240 MOONLIGHT TRAIL	SUTTON TREVOR & BECKI	5509 SELLMAN AVE	ROCHELLE	TX	76872-3668
R000073231	316 CACTUS VALLEY	SYNATZSKE LOGAN	316 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000073235	324 CACTUS VALLEY	VU LONG HOANG	324 CACTUS VALLEY	STEPHENVILLE	TX	76401
R000033192	333 CACTUS VALLEY	WARREN JOHN W & CAROLYN MARIE DICKINSON	PO BOX 2405	STEPHENVILLE	TX	76401
R000040024	228 MOONLIGHT TRAIL	WEBER MELISSA JANE	228 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401-2138
R000040021	238 MOONLIGHT TRAIL	WHITELEY LEWIS & NORA	238 MOONLIGHT TRAIL	STEPHENVILLE	TX	76401
R000073230	314 CACTUS VALLEY	WHITNEY RANDALL & JOLINDA WHITNEY	455 CR3515	VALLEY MILLS	TX	76689
R000040022	236 MOONLIGHT TRAIL	WOOD REAL PROPERTY HOLDINGS LLC	PO BOX 1898	STEPHENVILLE	TX	76401
R000033111	700 PRAIRIE WIND	ZUEHL ERLATH WILLIAM III	233 HASKIN DR	SAN ANTONIO	TX	78209



SINGLE FAMILY ATTACHED LAND USE SUMMARY			
LAND USE	LOT COUNT	ACREAGE	PERCENT
RESIDENTIAL	82	28.97	52%
OPEN SPACE	4	27.0	48%
TOTAL	15	56	1.46u/AC



- NOTES:**
1. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE PROVIDED WHEN A BUILDING PERMIT APPLICATION IS SUBMITTED. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE BASED ON THE CURRENT FEMA DATA. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE STATED AS MEAN SEA LEVEL.

**PRELIMINARY PLAT
BOSQUE HEIGHTS**

AN ADDITION TO THE CITY OF STEPHENVILLE
ERATH COUNTY, TEXAS
BEING 56 ACRES OF LAND SITUATED IN THE
JARRETT MENEFFEE SURVEY, ABSTRACT NO. 520,
AND JOHN BLAIR SURVEY, ABSTRACT NO. 32
LOTS 1X-37X, BLOCK 1
LOTS 1-20, BLOCK 2
LOTS 1X-3, BLOCK 3
LOTS 1X-17X, BLOCK 4
LOTS 1X-11, BLOCK 5

82 RESIDENTIAL LOTS
6 OPEN SPACE LOTS

DEVELOPER:
KEEWAYDIN DEVELOPMENT, LLC
159 S. GRAHAM STREET
STEPHENVILLE, TX 76401
CONTACT: MALCOLM KANUTE
PHONE: 630-327-8306

NOVEMBER 2021
**SURVEYOR/LANDSCAPE
ARCHITECT/ENGINEER:**



civil engineering surveying landscape architecture planning
texas registration number: 1 - 2759
texas registration/license number: 10088000
519 east border
orlington, texas 76010
817-469-1671
fax: 817-274-8757
www.mmateexas.com

OWNER:
DR. W. KAM AND RAY REYNOLDS &
OVERLOOK DEVELOPMENT
RIDGEVIEW ESTATES
PO BOX 192
STEPHENVILLE, TX

CONTACT: JACOB SUMPTER, AICP
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STAFF REPORT

SUBJECT:

Case No.: PP2021-008

Applicant Taylor Kanute, representing Bosque Clark, LLC, is requesting approval of a preliminary plat of the properties located at **Prairie Wind (OFF), Parcel R14960**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 7 (W PT OF), **Parcel R63113**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 6 (W PT OF) ; **Parcel R63105**, of S5640 RIVER NORTH RANCHETTES, BLOCK 1, LOT 5 (W PT OF), **Parcel R63099**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 2, **Parcel R63100**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 3; and **Parcel R63101**, of RIVER NORTH RANCHETTES, BLOCK 1, LOT 4, all being of the City of Stephenville, Erath County, Texas.

DEPARTMENT:

Development Services

STAFF CONTACT:

Steve Killen, Director of Development Services

RECOMMENDATION:

Staff recommends approval of the preliminary plat with the following conditions as required by The Subdivision Ordinance, Chapter 155.4.05 of the City of Stephenville Code of Ordinances:

1. Correct the Single Family Attached Land Use table as it conflicts with lot count under Preliminary Plat data.
2. Ownership info has updated – please submit title commitments.
3. Open space lots must be clearly identified for common use requiring the establishment of a HOA.
4. All lots must meet the minimum dimension of 75' frontage.
5. Setbacks are not identified on lots.
6. 8' Utility easements must be provided at rear and side of lots. Side set back may be shared for every two lots with common side property lines.
7. A waiver for the Thoroughfare plan must be submitted for current design.
8. Lots will need to be developed per drainage plan.
9. Verify Lot 33 will have buildable space to meet minimum requirements of a 1500 square foot main building.
10. Corner visibility clips of 20' must be provided.
11. Dedicated drainage easements may be required per drainage plan.
12. Multiple lots show multiple arc lengths – show one frontage dimension per lot.
13. Identify cuts and flood plain lot and if dedicated to the city.
14. Verify Cul-de-Sac radii meet Fire Department requirements.

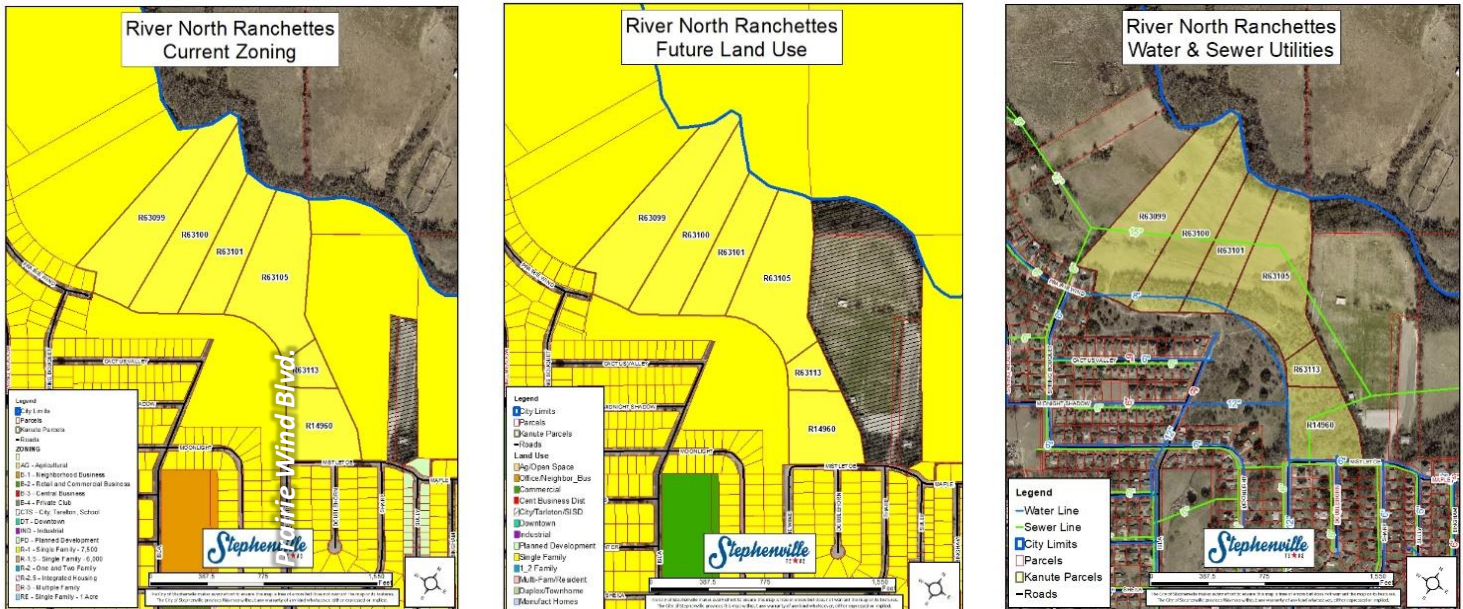
BACKGROUND:

APPLICANT REQUEST:

Applicant is requesting approval of a preliminary plat for a single family resident project. This parcel has not been previously platted; however, the property will be a portion of a development that will be subdivided from seven parcels into 84 single family R-1 lots.

The applicant has submitted a preliminary plat along with the appropriate submittals currently under review by staff. A final plat will be presented upon completion and acceptance of the public improvements.

PROPERTY PROFILE



Located north of West Lingleville Road and west of North Graham Street

DESCRIPTION OF REQUESTED ZONING

Sec. 154.05.3. Single-family residential district (R-1) (7,500 ft²).

5.3.A Description. This residential district provides for a generally lesser density city neighborhood development. The primary land use allows for single-family dwelling development appropriate to a city-style neighborhood. Other uses within this district shall contribute to the nature of the neighborhood. Development within this district is intended to be separate from and protected from the encroachment of land activities that do not contribute to the esthetic and functional well being of the intended district environment.

5.3.B Permitted Uses.

- (1) Single-family detached dwelling, limited to occupancy by a family having no more than three individuals who are unrelated by blood, legal adoption, marriage or conservatorship. The owner and any agent of the owner shall be legally responsible for directly or indirectly allowing, permitting, causing or failing to prohibit residential use of a dwelling in this district by more than three unrelated individuals;
- (2) Accessory buildings;
- (3) Churches, temple, mosques and related facilities;
- (4) Community home;
- (5) Park or playground; and

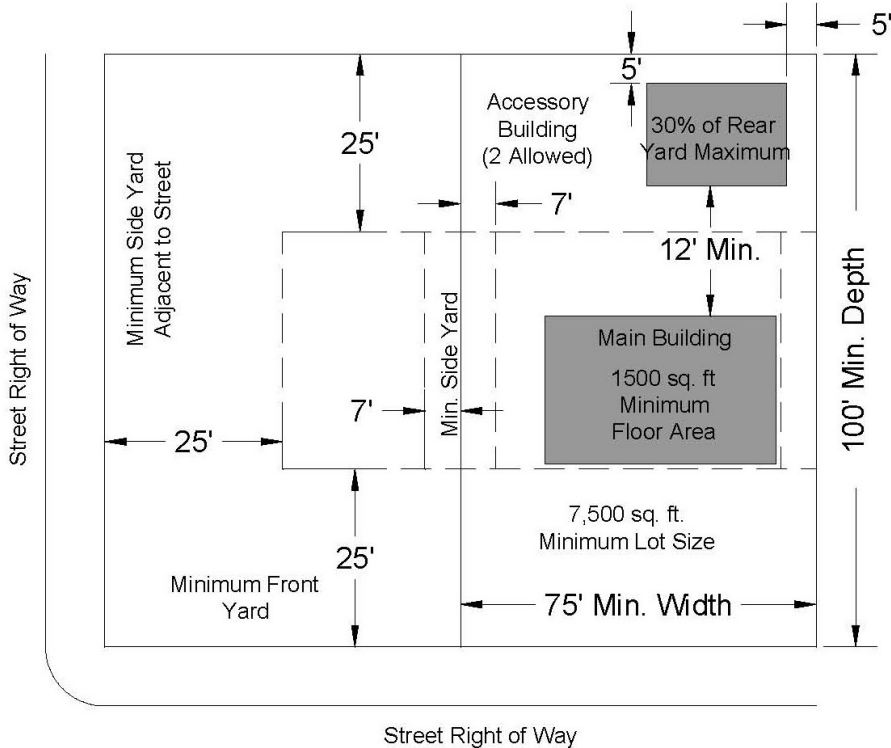
- (6) SISD school—public.

5.3.C Conditional Uses.

- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision; and
- (3) Child care—registered family home.

5.3.D Height, Area, Yard and Lot Coverage Requirements.

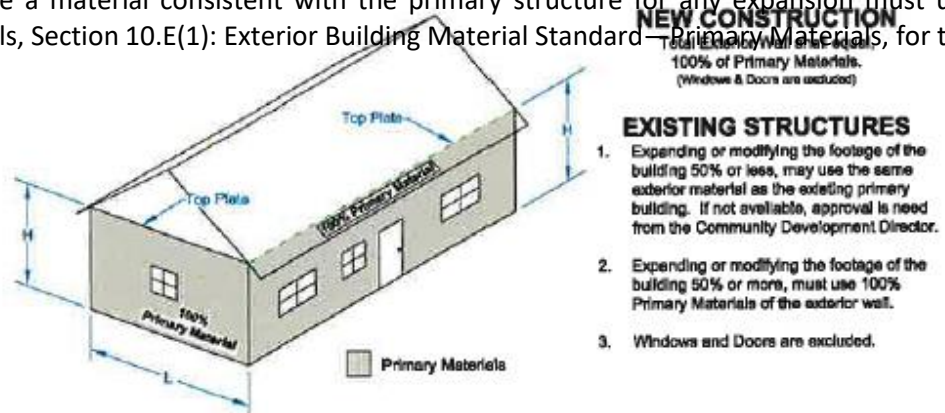
- (1) Maximum density: one dwelling unit per lot.
- (2) Minimum lot area: 7,500 ft².
- (3) Minimum lot width and lot frontage: 75 feet.
- (4) Minimum lot depth: 100 feet.
- (5) Minimum depth of front setback: 25 feet.
- (6) Minimum depth of rear setback: 25 feet.
- (7) Minimum width of side setback:
 - (a) Internal lot: seven feet.
 - (b) Corner lot: 25 feet from intersecting side street.
- (8) Building size:
 - (a) Maximum main building coverage as a percentage of lot area: 40%.
 - (b) Minimum area of main building: 1,500 ft².
- (9) Accessory buildings:
 - (a) Maximum accessory buildings coverage of rear yard: 30%.
 - (b) Maximum number of accessory buildings: two.
 - (c) Minimum depth of side setback: five feet.
 - (d) Minimum depth of rear setback: five feet.
 - (e) Minimum depth from the edge of the main building: 12 feet.
- (10) Maximum height of structures: 35 feet.
- (11) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



5.3.E Parking Regulations. A Single-Family, R-1 District lot shall provide a minimum of two vehicle parking spaces, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in this ordinance, Section 11, Parking Regulations of this ordinance.

5.3.F Type of Construction.

- (1) The exterior walls of all new dwellings to the top plate, shall be constructed exclusively of primary materials, excluding doors, windows, and porches. See Section 10.E(1): Exterior Building Material Standard—Primary Materials.
- (2) Existing dwellings expanding the total square footage of the building 50% or less, or modifying the exterior walls, may use the same exterior construction material as the existing primary building. If the material is not available, similar material may be used if approved by the Community Development Director.
- (3) Existing dwellings expanding the total square footage of the building by more than 50%, or proposing to use a material consistent with the primary structure for any expansion must use primary materials, Section 10.E(1): Exterior Building Material Standard—Primary Materials, for the expansion area.



(Ord. 2011-26, passed 12-6-2011)

FACTORS TO CONSIDER:

- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel - is land large enough and in proper location for proposed use?
- Reasonable Use of Property - does proposed change provide reasonable use of property?
- Zoning has great discretion - deny if applicant has not proven it is in the best interest of City to rezone

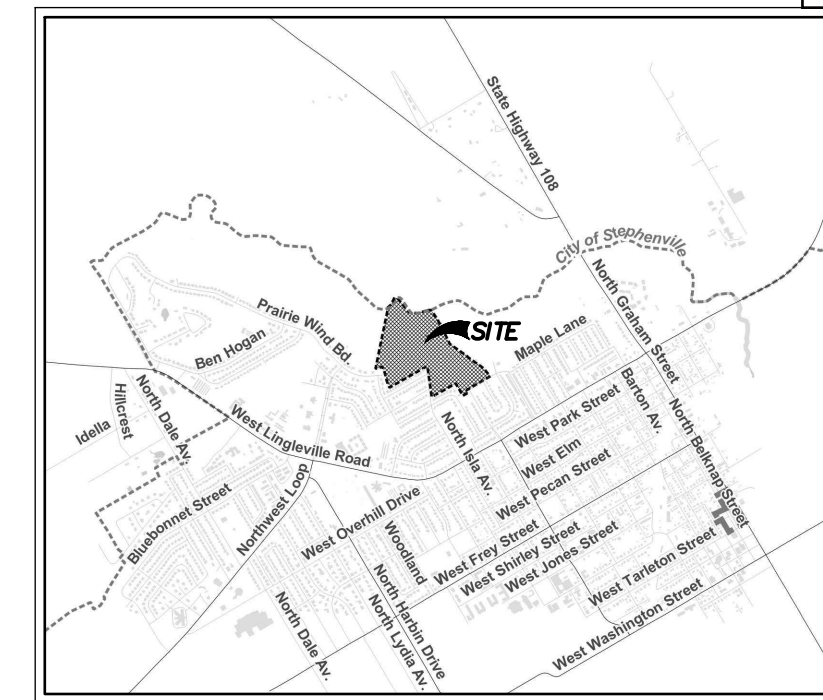
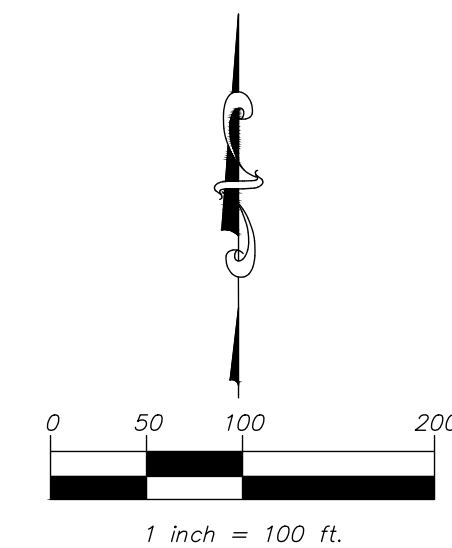
ALTERNATIVES

- 1.) Approve the Preliminary Plat.
- 2.) Deny the Preliminary Plat and take actions as authorized by State of Texas Local Government code, Chapter 212, Municipal Regulation of Subdivisions and Property Development as referenced below:

Sec. 212.0091. APPROVAL PROCEDURE: CONDITIONAL APPROVAL OR DISAPPROVAL REQUIREMENTS.

- (a) A municipal authority or governing body that conditionally approves or disapproves a plan or plat under this subchapter shall provide the applicant a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval.
- (b) Each condition or reason specified in the written statement:
 - (1) must:
 - (A) be directly related to the requirements under this subchapter; and
 - (B) include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval, if applicable; and
 - (2) may not be arbitrary.

SINGLE FAMILY ATTACHED LAND USE SUMMARY			
LAND USE	LOT COUNT	ACREAGE	PERCENT
RESIDENTIAL	82	28.97	52%
OPEN SPACE	4	27.0	48%
TOTAL	15	56	1.46u/AC



VICINITY MAP
NO SCALE

NOTES:

1. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE PROVIDED WHEN A BUILDING PERMIT APPLICATION IS SUBMITTED. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE BASED ON THE CURRENT FEMA DATA. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE STATED AS MEAN SEA LEVEL.

**PRELIMINARY PLAT
BOSQUE HEIGHTS**

AN ADDITION TO THE CITY OF STEPHENVILLE
ERATH COUNTY, TEXAS
BEING 56 ACRES OF LAND SITUATED IN THE
JARRETT MENEFFEE SURVEY, ABSTRACT NO. 520,
AND JOHN BLAIR SURVEY, ABSTRACT NO. 32
LOTS 1X-37X, BLOCK 1
LOTS 1-20, BLOCK 2
LOTS 1X-3, BLOCK 3
LOTS 1X-17X, BLOCK 4
LOTS 1X-11, BLOCK 5

82 RESIDENTIAL LOTS
6 OPEN SPACE LOTS

DEVELOPER:
KEEWAYDIN DEVELOPMENT, LLC
159 S. GRAHAM STREET
STEPHENVILLE, TX 76401
CONTACT: MALCOLM KANUTE
PHONE: 630-327-8306

OWNER:
DR. W. KAM AND RAY REYNOLDS &
OVERLOOK DEVELOPMENT
RIDGEVIEW ESTATES
PO BOX 192
STEPHENVILLE, TX

NOVEMBER 2021
**SURVEYOR/LANDSCAPE
ARCHITECT/ENGINEER:**



civil engineering surveying landscape architecture planning

louisiana registration number: 1 - 2759
texas registration/license number: 10088000
519 east border
orlington, texas 76010
817-469-1671
fax: 817-274-8757
www.mmateexas.com

CONTACT: JACOB SUMPTER, AICP
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Development Services Department
298 W. Washington, Stephenville TX 76401
Phone: (254) 918-1222 www.stephenvilletx.gov

Plat Application and Checklist

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

Please check the Appropriate Box:

Final Plat ☐ Preliminary Plat ☒ Amended Plat ☐ Minor Plat ☐
Residential Replat ☐ Replat ☐ Conveyance Plat ☐

PROPERTY INFORMATION:

Project Name: BOSQUE HEIGHTS Parcel(s) Tax ID# (Required): REFER TO ATTACHED

Project Address (Location): PRAIRIE WIND & RIVER NORTH 1, 2, & 3 Total Acres:

Previous Project Number (If Applicable): NA

Existing Zoning: R-1 # of Existing Lots: 7 # of Existing Units: 0

Proposed Zoning: R-1 # of Proposed Lots: 82 # of Proposed Units: 82

SIGNATURE: _____

Owner Information and Authorization

Name: DR. W. KAM AND RAY REYNOLDS & OVERLOOK DEVELOPMENT RIDGEVIEW ESTATES

Company Name: _____

Address: PO BOX 192 STEPHENVILLE, TX 76401

Telephone: _____ Email: _____

- Please Note: e-mail addresses will be used to notify the owner or representative of the status of the plat.

CHECK ONE OF THE FOLLOWING:

☐ I will represent the application myself; or

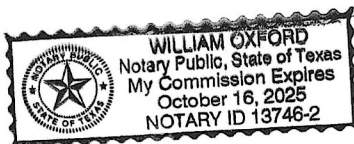
☒ I hereby designate MYCOSKIE & ASSOCIATES, INC. (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct. By signing below, I agree that the City of Stephenville (the "City") is authorized and permitted to provide information contained within this application, including the email address, to the public. The City is also authorized and permitted to reproduce any copyrighted information submitted in connection with the application, if such reproduction is associated with the application in response to a Public Information Request.

Owner's Signature: [Signature] Date: 11/1/2021

STATE OF TEXAS COUNTY OF _____ BEFORE ME, a Notary Public, on this _____ day personally appeared _____ (printed owner's name) the above signed, who, under oath, stated the following: "I hereby certify that I am the owner, for the purposes of this application; that all information submitted herein is true and correct." SUBSCRIBED AND SWORN TO before me, this the 11 day of November 2021

William Oxford
Notary Signature



(seal)



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Plat Application and Checklist

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ITEMS TO BE SUBMITTED:

- ☒ Application and Checklist.
- ☒ Associated Fee(s): as listed on the Development Review Fee Schedule.
- ☒ Project Narrative: Written proposal for the project.
- ☐ Plats: Plats will be drawn on a sheet size of 24" x 36" with a 3" x 3" clear box in the right hand corner (these are county requirement for filing). Two Mylar and two paper copies are required to be submitted. Smaller or larger sheet size may be accepted only if approved by Director of Planning and Building Departments. Plats will be drawn to a scale no smaller than 1" = 100' unless otherwise approved by the Director. Black and white originals are preferred as color lines are sometimes hard to pick-up via copy.
- ☐ 24" x 36" Engineering/Support Documents (if required) Engineering/support documents are required for all public improvements, including sidewalks. Engineering/support documents will be drawn to a plan view scale not smaller than 1" = 100' with exception to the drainage area map which may be a scale not smaller than 1" = 400' unless otherwise approved by the Director.
- ☐ All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- ☐ Utilities Acceptance Form
- ☐ Plat Checklist: I have reviewed the checklist and all submittals for completeness and accuracy.
- ☐ Digital Submission: All items should be submitted digitally in PDF format.

GENERAL INFORMATION:

A plat is intended to serve as the official recorded map of the property to be developed, showing thereon the boundaries, lots, public streets and easements and other significant public facilities and features which are necessary to serve the development, as required by the Stephenville Subdivision Ordinance. A plat of the property to be subdivided or developed is required of all development to which Stephenville Subdivision Ordinance applies. For a development to be constructed in phases, the plat may include only a portion of the land included in a general development plan and/or preliminary plat.

Applicant information required: the applicant, owner and contact information must be provided in entirety. If multiple design professionals are involved in the preparation of the plat document, list the principal design professional. All correspondence relating to the plat will be directed to the contact designated on the application.

Owner signature: the plat application is required to be signed by the current property owner. If the property owner is not available to sign the application, then a notarized letter of authorization from the property owner is required to be submitted which empowers a designee to sign for the property owner.

Acceptance of plat application: All plat applications will be reviewed for completeness in accordance with this checklist before they are accepted by City Staff. Failure of applicant to provide required information constitutes grounds for refusal of plat acceptance for processing; or staff recommendation of denial when application is scheduled for consideration.



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PLAT SHALL CONTAIN:

On Plat **N/A**

- | | | |
|--------------------------|--------------------------|--|
| ☐ | ☐ | The date, written and graphic scale, north arrow, proposed name of the development, key map showing the location of the development in relation to existing streets and highways and dates of preparation and revisions. |
| ☐ | ☐ | The signature block of the owner or owners of the land included within the plat, acknowledged in the form required for the acknowledgement of deeds. |
| ☐ | ☐ | Name of the subdivider or developer, record owner and surveyor. |
| ☐ | ☐ | Provide a note on the plat stating the purpose of the Plat. |
| ☐ | ☐ | Title Block containing: Proposed name of the subdivision or lot on record, acres in previously platted and unplatted land and total of those acres, survey and jurisdiction (City of Stephenville, County of Erath, Texas, for example). |
| ☐ | ☐ | Proposed name of the subdivision, development or lot on record, which shall not have the same spelling or be pronounced similarly to the name of any other development located on land within the jurisdiction of the city. Developers of phased development shall use the same base name for different sections, identified by a section number. |
| ☐ | ☐ | The development boundary lines, shown by a continuous dark line of sufficient width to be easily identified, as shown by a survey performed by a registered professional land surveyor describing the boundaries of the development by metes and bounds. The survey shall: <ul style="list-style-type: none"> ▪ Locate the boundaries with respect to a corner of the survey or tract or any original corner of the original survey abstract of which it is a part (provide a note of description of the location of the survey abstract). At least one corner shall be tied by course and distance to a corner in a recorded subdivision or to a right-of-way pin at an intersection. (Note describing corner markers should be included); ▪ Describe and locate all permanent survey monuments, pins, and control points and tie and reference the survey corners to the Texas State Plane Coordinate System. ▪ Identify the dimensions of the development with a legal description and bearings and distances on the boundary of the plat. |
| ☐ | ☐ | Location of development by city, county and state. |
| ☐ | ☐ | Please provide a location map showing the relation of the subdivision to streets and other prominent features. |
| ☐ | ☐ | Please show the names of the adjoining subdivisions or the names of the adjoining property owners, together with their respective plat or deed references. |
| ☐ | ☐ | Show boundaries streets and/or right of way on the plat |
| ☐ | ☐ | The exact location, dimension and description of all existing or recorded public or private easements, and public rights-of-way within the development, intersecting or contiguous with its boundary or forming such boundary. |
| ☐ | ☐ | The dimensions of all existing or proposed lots and blocks within the development identified by letter or number running consecutively throughout the development. |

☐☐

The exact location, dimensions and description of all proposed public or private easements, parks, other areas, reservations, and other rights-of-way to be dedicated to the public, located within, intersecting or contiguous with its boundary or forming such boundary.



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PLAT SHALL CONTAIN:

☐☐

All proposed street right of ways or changes to be made in existing right of ways shall be described with accurate bearings or deflecting angles and radii, area and central angle, degree of curvature, tangent distance and length of all curves where appropriate, and the primary control points.

☐☐

Approved name and dimensioned width of each street right of way. Street names are required for all newly created streets on the final plat document. Please note that street names will not be considered "reserved" prior to the submission of a final plat document.

☐☐

Show centerline of existing streets. Dimension from centerline to edge of existing right-of-way and from centerline to edge of proposed right-of-way.

☐☐

Existing and proposed easements – labeled, dimensioned, and instrument used to create or abandon such easements.

☐☐

The identification, location and size of all existing gas, petroleum, or similar common carrier easements located within or on the boundary of the development. If no easements or pipelines are located on the property, add a note to that effect.

☐☐

Boundary lines of open spaces to be dedicated or granted for use by the public or inhabitants of the development. Parkland dedications should be noted.

☐☐

Reference by record name to recorded subdivision plats or adjoining platted land with recording information.

☐☐

Label lots in or adjacent to a floodplain or adjacent to a drainage easement and in other locations if required by the City Engineer with the following: "minimum finished floor elevations required."

☐☐

Provide a note on the plat stating: "The minimum finished floor elevations shall be provided when a building permit application is submitted. The minimum finished floor elevations shall be based on the current FEMA data. The minimum finished floor elevations shall be stated as mean sea level."

☐☐

All required dedication and certification statements.

☐☐

Certification that basic documentation has been set in order to determine location of public improvements.

☐☐

Signature block for approving body.

☐☐

Traffic Impact Analysis (TIA) may be required at the time of Preliminary Plat submittal for all site developments. For phased developments, the TIA shall include an analysis for each phase of the development and the threshold for the TIA shall be for the entire development.

○ Threshold for a Traffic Impact Analysis:

○ Residentially zoned Subdivisions that are projected to generate more than 1,000 new average daily trips (ADT) shall require a TIA.

○ Office zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA.

○ Nonresidential zoned Subdivisions that are projected to generate more than 2,500 new average daily trips (ADT) shall require a TIA.

○ Industrial zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA.

REQUIREMENTS FOR RECORDING FINAL PLAT:

- ☐ ☐ Plats shall be filed prior to formal acceptance of any public improvements and prior to issuance of building permits. In order to comply with the county's plat filing requirements, the following must be completed on the final plat document.
- ☐ ☐ All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- ☐ ☐ All stamps and seals must be legible.
- ☐ ☐ Tax certificates are required with the filing of each plat from all taxing entities.
- ☐ ☐ All property owner signatures must be original and acknowledged (notary public) and each name must be printed below each signature.

This document contains a summary list of requirements for a Plat submittal. Additional documents may be requested. For detailed information, visit our website at www.stephenvilletx.gov. Below is a quick reference guide to help in your navigation to more detailed information.

Stephenville Subdivision Ordinance

<http://www.stephenvilletx.gov/wp-content/uploads/2018/01/1-2-18-Adopted-Subdivision.pdf>

Stephenville Engineering Standards Manual

www.stephenvilletx.gov/wp-content/uploads/2018/01/Engineering-Standards-Manual-2018_01-02-ADOPTED.pdf

Stephenville 2030 Comprehensive Plan

www.stephenvilletx.gov/2030-comprehensive-plan/

Forms and Documents

<http://www.stephenvilletx.gov/residents/forms/>

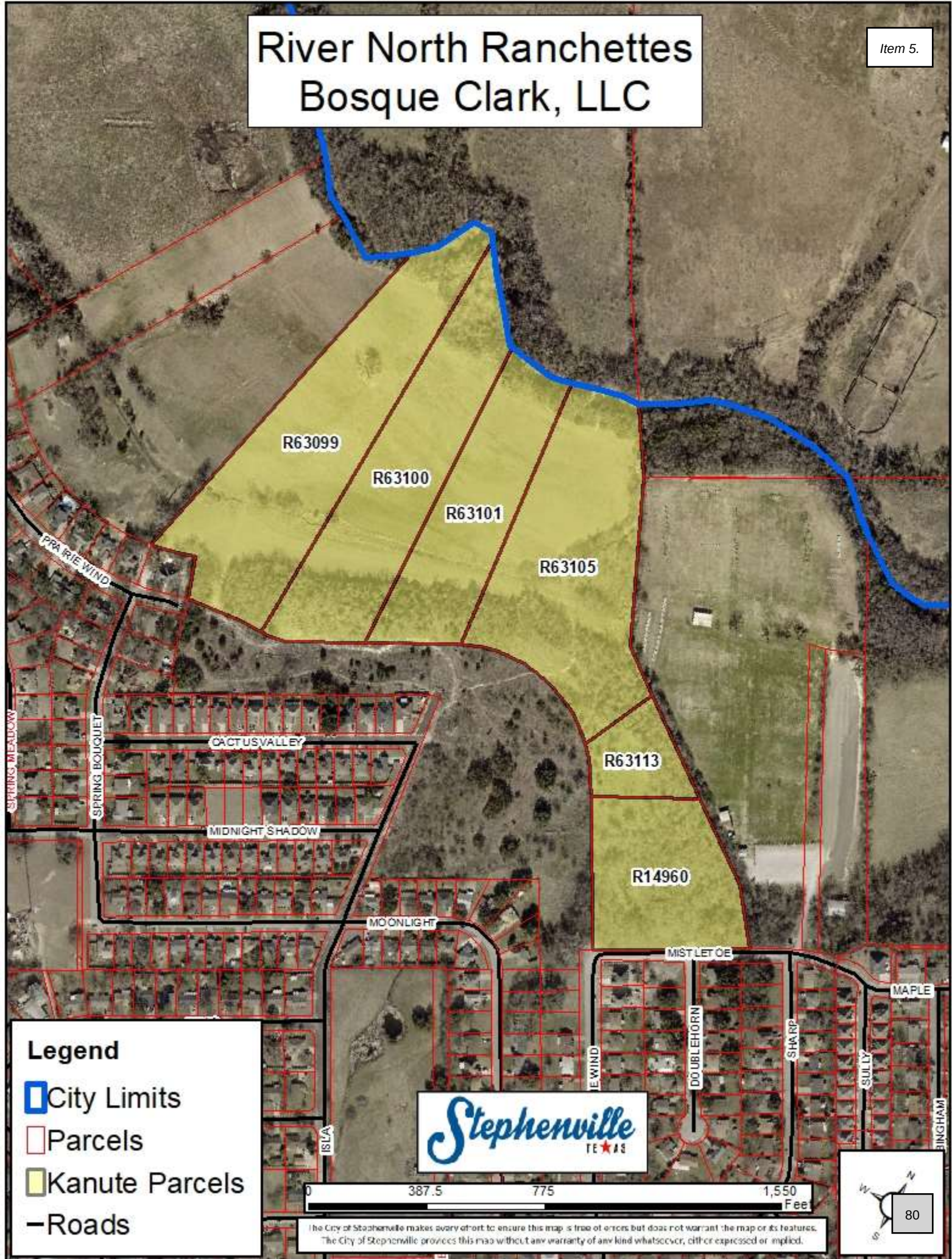
Fees (others may be applicable):

Subdivision Filing Fees:

Preliminary Plat (per plat)	\$200.00 (per lot) \$10.00
Final Plat (per plat)	\$200.00 (per lot) \$10.00
Replat (per plat)	\$200.00
Site Development Plan (per plan)	\$200.00 (water, sewer, streets, storm drain engineering review)

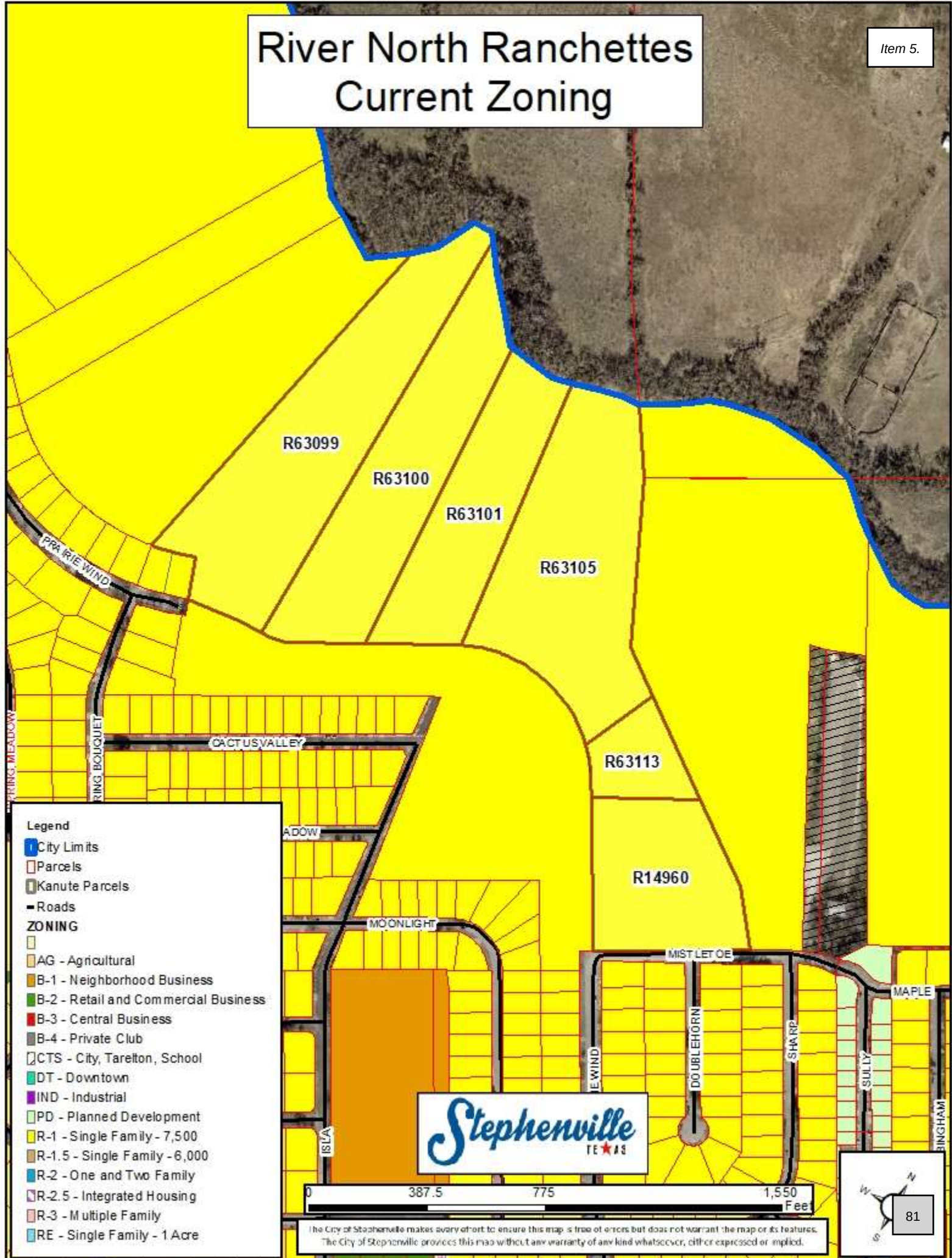
River North Ranchettes Bosque Clark, LLC

Item 5.



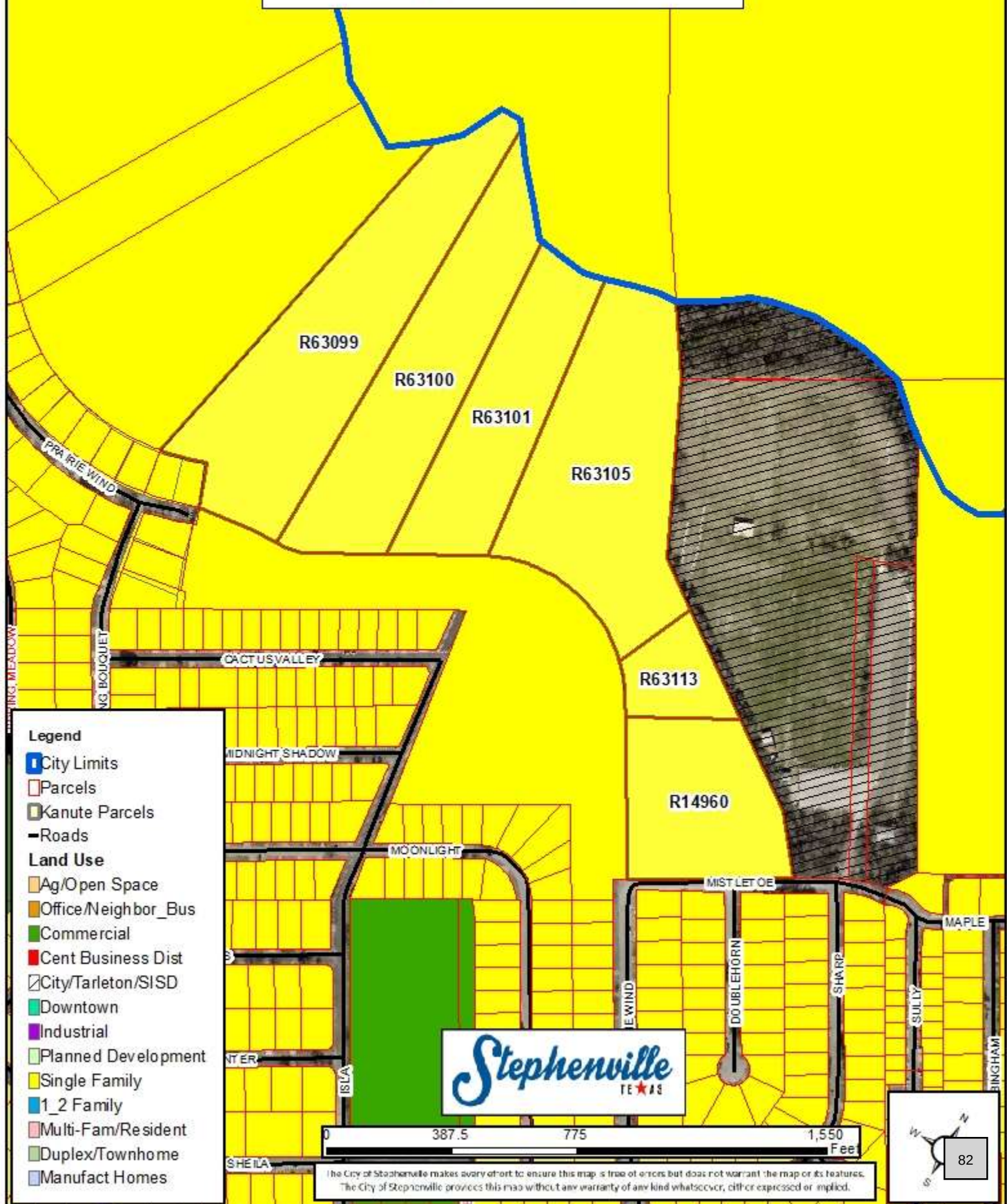
River North Ranchettes Current Zoning

Item 5.



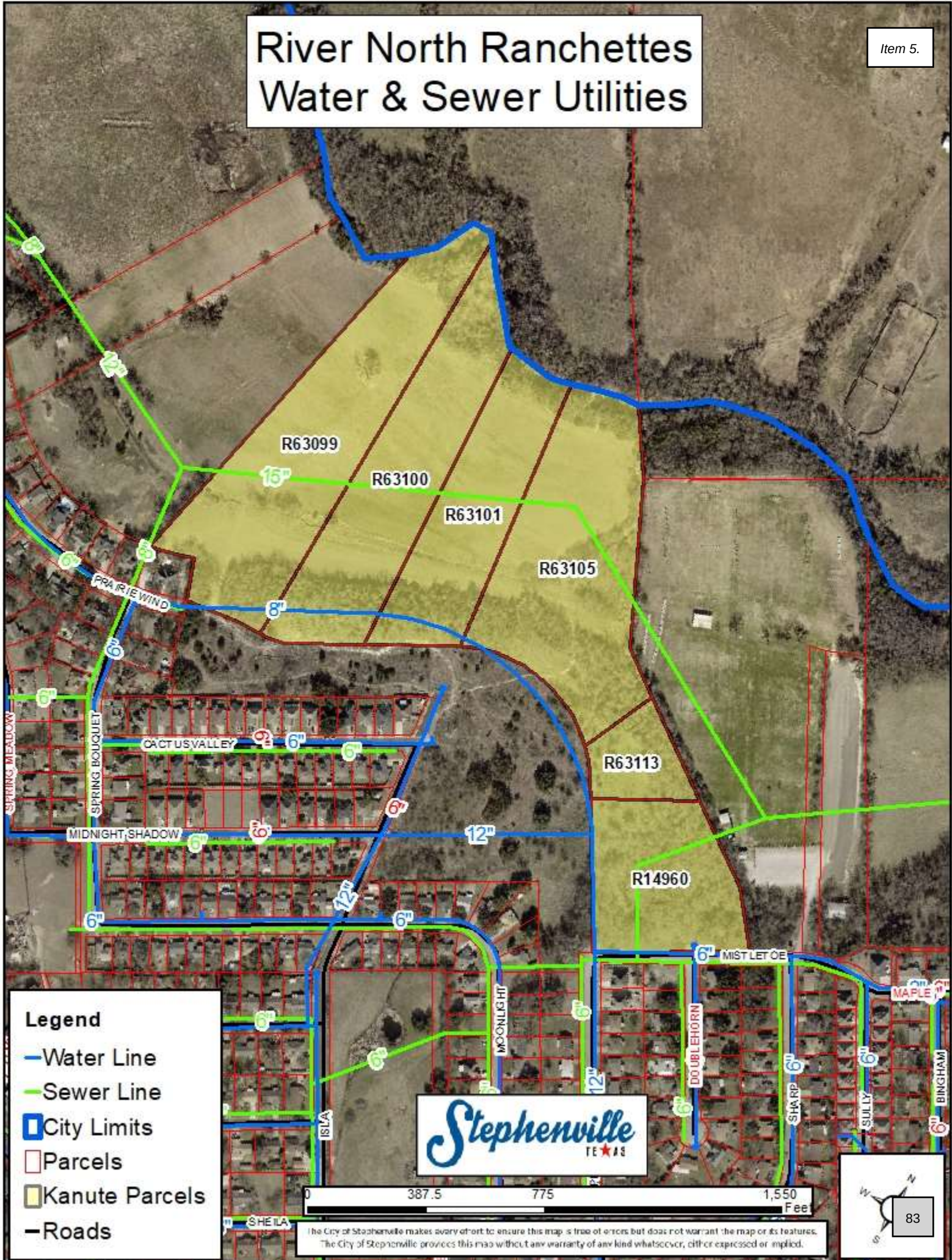
River North Ranchettes Future Land Use

Item 5.



River North Ranchettes Water & Sewer Utilities

Item 5.





STAFF REPORT

SUBJECT: Case No.: **RZ2021-019 & RP2021-008**

Applicant Quazi Moumin is requesting a rezone of property located at **940 Harbin Drive, Parcel R30440** of CITY ADDITION, BLOCK 144, LOT 3, of the City of Stephenville, Erath County, Texas, from (R-1) Single Family Residential to (R-2.5) Integrated Housing with simultaneous replatting.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

RECOMMENDATION:

The Comprehensive Plan for future land use designates this property to be single family.

That the Planning and Zoning Commission recommend the City Council approve the rezone request with the simultaneous approval of the replat.

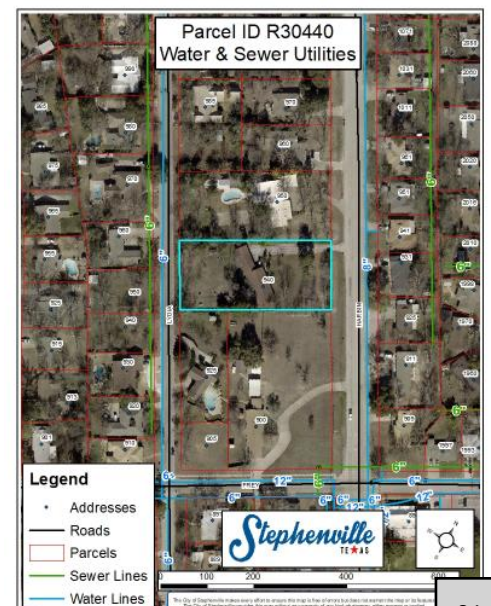
BACKGROUND:

APPLICANT REQUEST:

Dr. Moumin Quazi is requesting to replat his single family parcel into three parcels. His residence would remain R-1, single-family and would have road frontage along Harbin Drive. The remaining portion of the parcel will be divided into two lots, with a requested rezone from R-1 to R-2.5. The two R-2.5 lots would have road frontage along Lydia Avenue.

City Ordinance allows for the simultaneous consideration of a rezone and a replat upon authorization of the City Manager. The ordinance requires the rezone be acted upon first. If the rezone is denied, the replatting of the property is also denied. The applicable section of the code is pasted below.

PROPERTY PROFILE



Located north of W. Frey Street

DESCRIPTION OF REQUESTED PLATTING

Sec. 155.4.03. General subdivision and platting procedures.

C. Zoning.

1. *Conformance with Existing Zoning.* All Applications shall be in conformance with the existing zoning on property inside the City Limits.
2. *Request to Rezone First.* If an Applicant seeks to amend the zoning for the property, the request to rezone the land shall be submitted and approved prior to acceptance of an Application for filing of a plat, unless as otherwise provided below.
 - a. The Applicant may request approval from the City Administrator to submit an application simultaneous with the zoning change request, in which case the Application for the zoning amendment shall be acted upon first, provided that the Application is accompanied by a properly executed Waiver of Right to 30-Day Action (due to the more lengthy time frame necessary to advertise and process zoning Applications).
 - b. In the event that the requested zoning amendment is denied, the Plat Application shall also be rejected or denied.
3. *Zoning Ordinance Site Plan Approval.* Where Site Plan approval is required by the Zoning Ordinance prior to development, no Application for a Final Plat approval shall be accepted for filing until a Site Plan has been approved for the land subject to the proposed Plat.

DESCRIPTION OF REQUESTED ZONING

Sec. 154.05.8 INTEGRATED HOUSING DISTRICT (R-2.5).

5.8. A Description.

This integrated residential housing district provides for medium-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, patio homes, condominiums and townhomes. Generally, this district is for developments resulting in individually platted homes or dwelling units and generally, owner occupied. Recreational, religious and educational uses are also permitted so as to contribute to the natural elements of a convenient, balanced and attractive neighborhood. Development within this district is intended to be protected from the encroachment of land activities that do not contribute to the aesthetic and functional well being of the intended district environment. The Integrated Housing District will be applicable to for all Residential Districts, B-1 Neighborhood Business District (B-1), Central Business District (B-3), and Downtown District (DT).

5.8. B Permitted Uses.

1. Single-family detached dwelling, limited to occupancy by a family having no more than three individuals who are unrelated by blood, legal adoption, marriage or conservatorship. The owner and any agent of the owner shall be legally responsible for directly or indirectly allowing, permitting, causing, or failing to prohibit residential use of a dwelling in this district by more than three unrelated individuals;
2. Two-to-four family dwellings, with each family limited as in division (1) above;
3. Townhouse dwellings, with each family limited as in division (1) above;
4. Condominium dwellings, with each family limited as in division (1) above;

5.8. C Conditional Uses.

1. Home occupation;
2. Common facilities as the principal use of one or more platted lots in a subdivision;
3. Adult and/or children's day care centers;
4. Foster group home; and
5. Residence hall.

5.8 .D Height, Area, Yard and Lot Coverage Requirements.

- A. Single family dwelling.
 1. Minimum lot area: 3,000 ft² .
 2. Minimum lot width and lot frontage: 50 feet.
 3. Minimum lot depth: 60 feet.
 4. Minimum depth of front setback: 15 feet.
 5. Minimum depth of rear setback: 15 feet.
 6. Minimum width of side setback:
 - a. Internal lot: five feet.
 - b. Corner lot: 15 feet from intersecting side street.
 7. Building size:
 - a. Maximum coverage as a percentage of lot area: 40%.
 - b. Single family dwelling: 1,000 ft² .
 8. Accessory buildings:
 - a. Maximum accessory buildings coverage of rear yard: 20%.
 - b. Maximum number of accessory buildings: one.
 - c. Minimum depth of side setback: five feet.
 - d. Minimum depth of rear setback: five feet.
 - e. Minimum depth from the edge of the main building: 12 feet.
 9. Maximum height of structures: 35 feet.
 10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.
- B. Two-to-four family.
 1. Minimum lot area: 7,500 ft² for two dwelling units, plus 1,000 ft² for each additional dwelling unit.
 2. Minimum lot width and lot frontage: 75 feet.
 3. Minimum lot depth: 100 feet.
 4. Minimum depth of front setback: 15 feet.
 5. Minimum depth of rear setback: 15 feet.
 6. Minimum width of side setback:
 - a. Internal lot: six feet.
 - b. Corner lot: 25 feet from intersecting side street.
 7. Building size:
 - a. Maximum coverage as a percentage of lot area: 40%.
 - b. Minimum area of each dwelling unit: 800 ft² .
 8. Accessory buildings:
 - a. Maximum accessory building coverage of rear yard: 20%.
 - b. Maximum area of each accessory building: 200 ft² .
 - c. Maximum number of accessory buildings: one per unit.
 - d. Minimum depth of side setback: five feet.
 - e. Minimum depth of rear setback: five feet.

- f. Minimum depth from the edge of the main building: 12 feet.
- 9. Maximum height of structures: 35 feet.
- 10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.
- C. Townhouse/Condominium.
 - 1. Minimum lot area: 3,000 ft² per unit.
 - 2. Minimum average lot width and lot frontage: 30 feet.
 - 3. Minimum lot depth: 100 feet.
 - 4. Minimum depth of front setback: 15 feet.
 - 5. Minimum depth of rear setback: 15 feet.
 - 6. Minimum width of side setback:
 - a. Internal lot: five feet.
 - b. Corner lot: 25 feet from intersecting side street.
- 7. Building size:
 - a. Maximum building coverage as a percentage of lot area: 40%
 - b. Minimum area of each Townhouse dwelling unit: 800 ft².
 - c. Minimum area of each Condominium of each dwelling unit: 500 ft² for one bedroom or less, plus 125 ft² of floor area for each additional bedroom.
- 8. Accessory buildings:
 - a. Maximum accessory building coverage of rear yard: 20%.
 - b. Maximum area of each accessory building: 200 ft².
 - c. Maximum number of accessory buildings: one per unit.
 - d. Minimum depth of side setback: five feet.
 - e. Minimum depth of rear setback: five feet.
 - f. Minimum depth from the edge of the main building: 12 feet.
- 9. Maximum height of structures: 35 feet.
- 10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.
- 11. Maximum density of Townhome or Condominium Housing within the R-2.5 District shall not exceed 14 units per acres with each unit platted separately.
- 12. Deviations from the required standards within the R-2.5 district will be subject to site plan review by the Planning and Zoning Commission and subsequent approval by City Council. Site plans should include renderings with elevations, a finish schedule and incorporate architectural designs that complement the existing structures of the area of integration.

5.8.E Parking Regulations.

Lots in this District shall provide a minimum of two vehicle parking spaces per dwelling unit, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in Section 154.11 *Parking spaces for vehicles* of this ordinance.

ALTERNATIVES

1) Recommend the City Council approve the rezoning and replatting request.

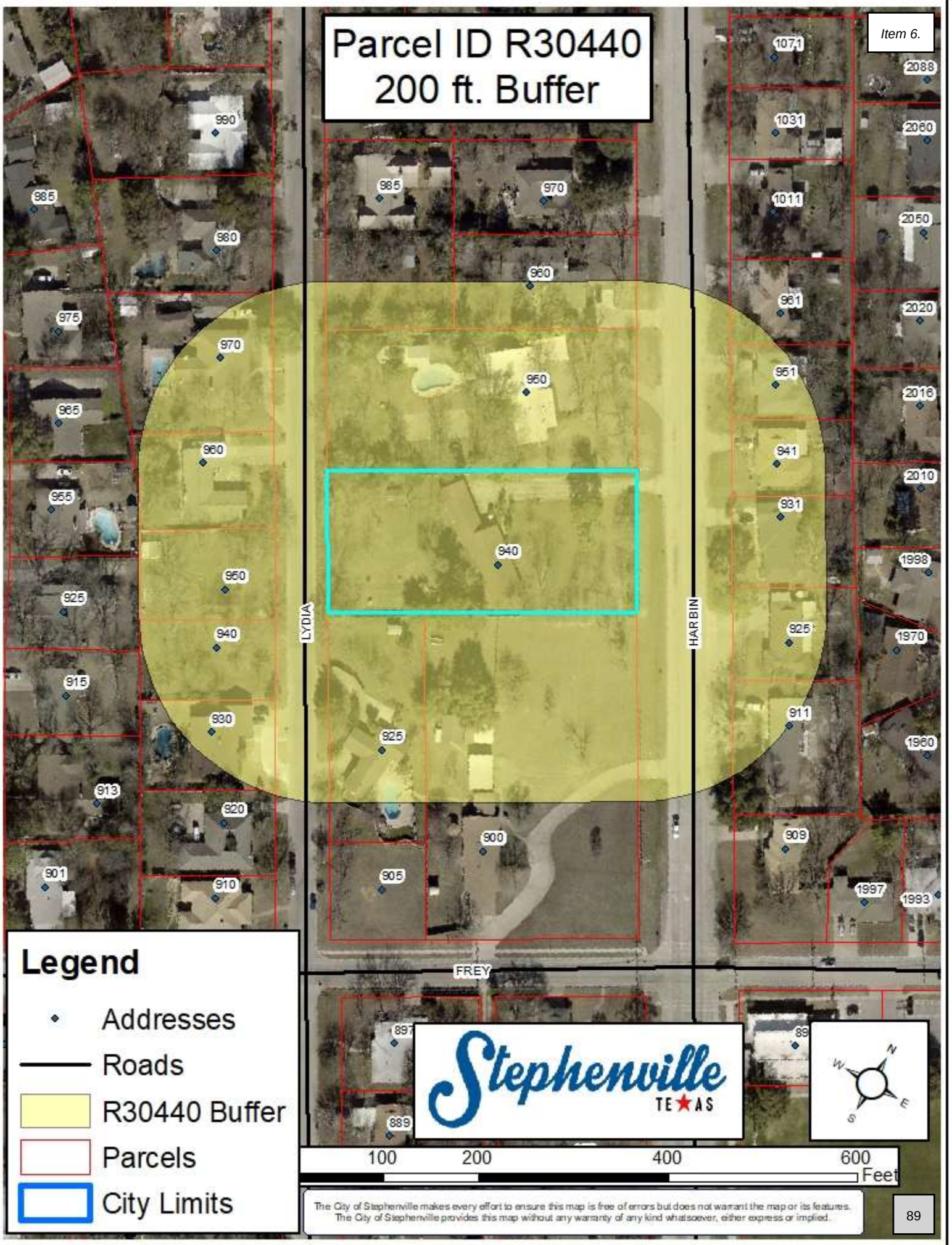
2) Recommend the City Council deny the request for rezoning and replatting and take actions as authorized by State of Texas Local Government code, Chapter 212, Municipal Regulation of Subdivisions and Property Development as referenced below:

Sec. 212.0091. APPROVAL PROCEDURE: CONDITIONAL APPROVAL OR DISAPPROVAL REQUIREMENTS.

- (a) A municipal authority or governing body that conditionally approves or disapproves a plan or plat under this subchapter shall provide the applicant a written statement of the conditions for the conditional approval or reasons for disapproval that clearly articulates each specific condition for the conditional approval or reason for disapproval.
- (b) Each condition or reason specified in the written statement:
 - (1) must:
 - (A) be directly related to the requirements under this subchapter; and
 - (B) include a citation to the law, including a statute or municipal ordinance, that is the basis for the conditional approval or disapproval, if applicable; and
 - (2) may not be arbitrary.

Parcel ID R30440
200 ft. Buffer

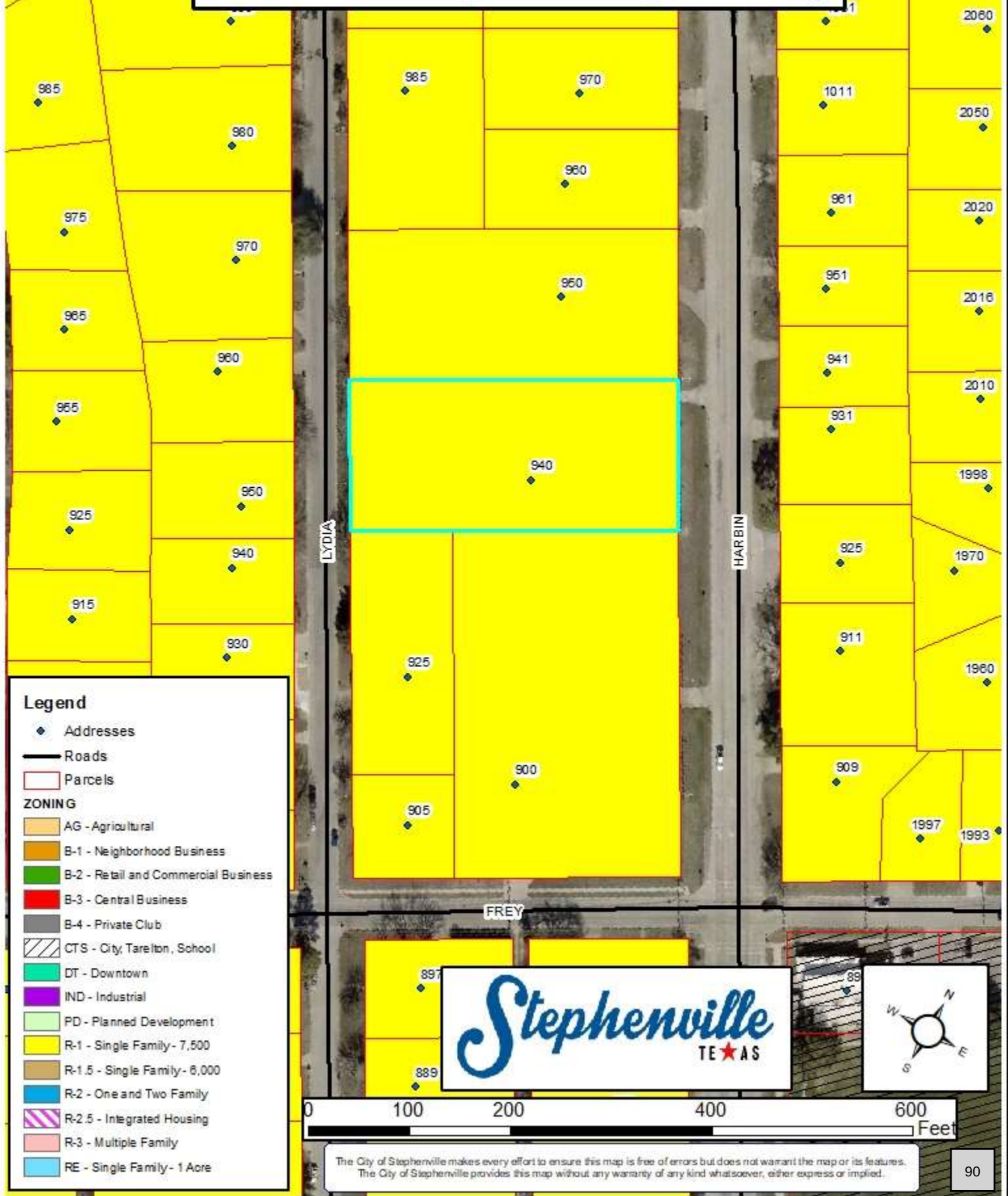
Item 6.



Parcel ID R30440

Current Zoning - R1 Single Family

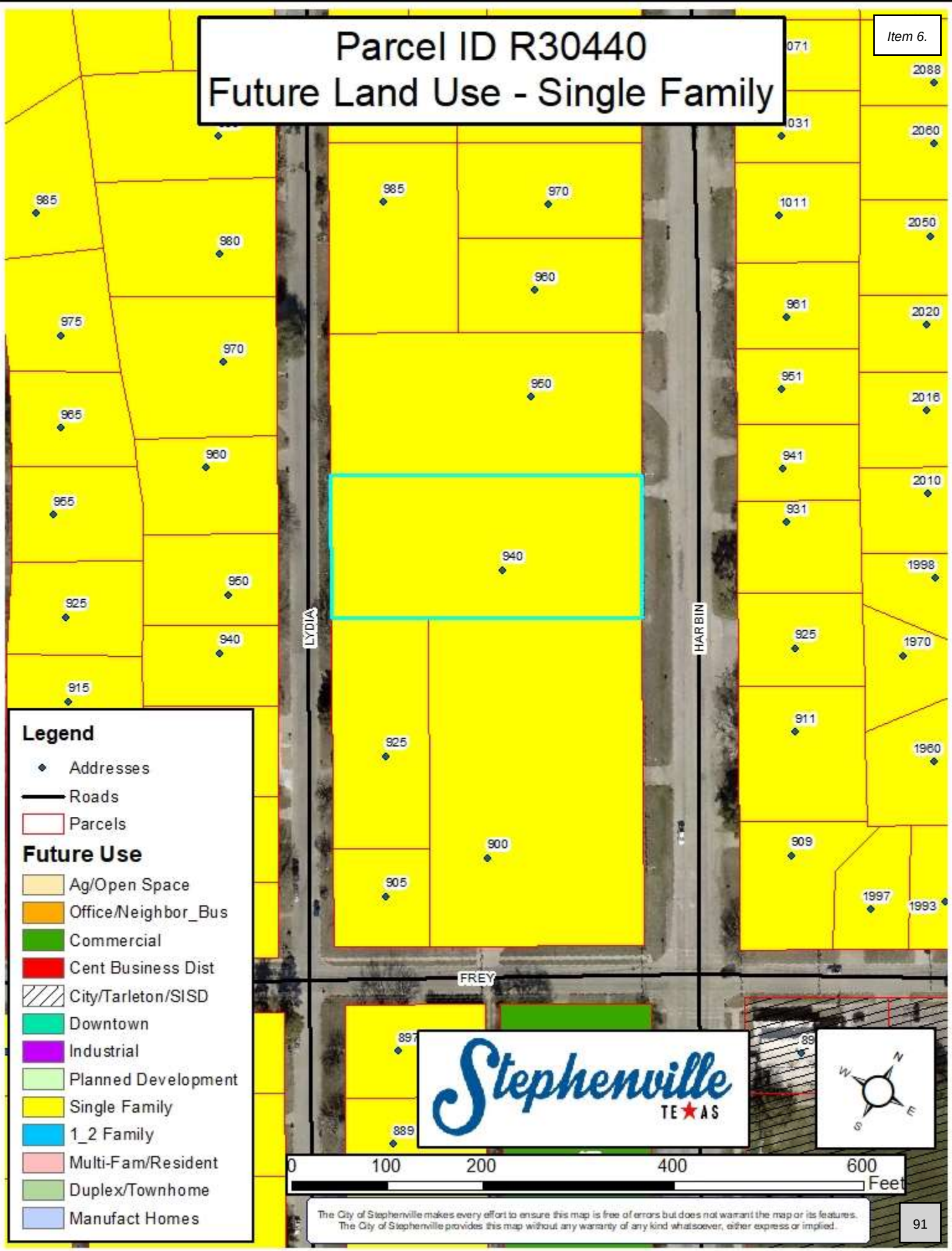
Item 6.



Parcel ID R30440

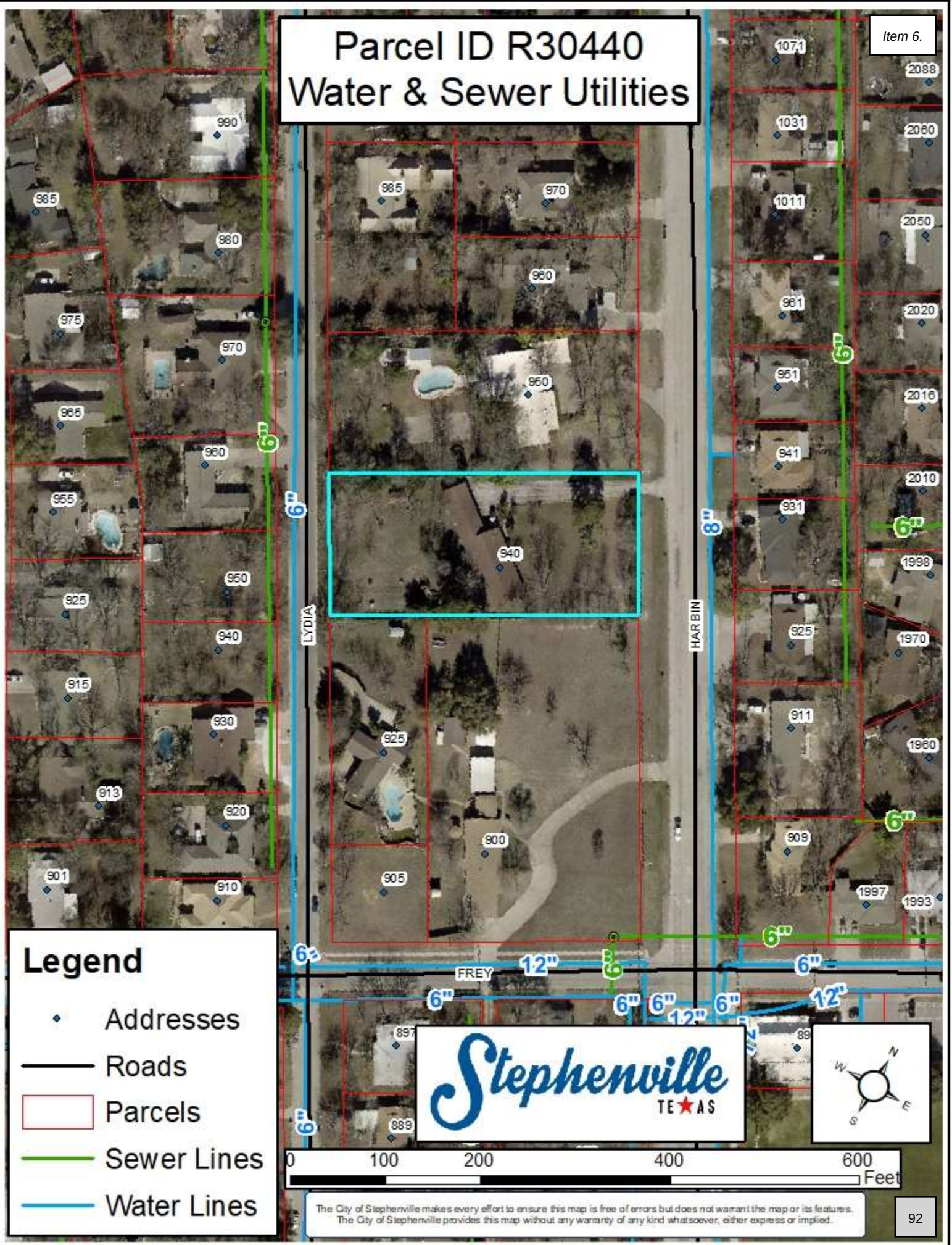
Future Land Use - Single Family

Item 6.



Parcel ID R30440 Water & Sewer Utilities

Item 6.



Legend

- ◆ Addresses
- Roads
- ▭ Parcels
- Sewer Lines
- Water Lines

Stephenville
TEXAS



0 100 200 400 600 Feet

The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel R30440 Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000034563	970 LYDIA	BILLINGS CECIL BRENT & LISA RENEE	970 N LYDIA ST	STEPHENVILLE	TX	76401
R000034567	930 LYDIA	CANTU STEVE & MARIJANE	930 LYDIA STREET	STEPHENVILLE	TX	76401
R000034568	920 LYDIA	CARLETON KENNETH RAY & KAREN SUE	920 N LYDIA	STEPHENVILLE	TX	76401
R000062670	900 N HARBIN DR	DERRICK FRANK & MARGARET FAMILY TRUST	708 CR229	STEPHENVILLE	TX	76401
R000028937	931 HARBIN DR	DESANZO MICHAEL PAUL & DONNA	931 N HARBIN	STEPHENVILLE	TX	76401
R000062668	925 LYDIA	DREGER SETH F	925 LYDIA	STEPHENVILLE	TX	76401
R000034564	960 N LYDIA	FENT DARLA	PO BOX 1636	STEPHENVILLE	TX	76401
R000028939	951 HARBIN DR	HIGHTOWER STEPHEN D & DONNA K	415 N PATRICK	DUBLIN	TX	76446-1547
R000030441	950 HARBIN DR	LEAVERTON KIMBERLY WILSON & JOHN W LEAVERTON	950 HARBIN DR	STEPHENVILLE	TX	76401
R000034565	950 LYDIA	NEWMAN PEGGY ANN ALBRECHT	925 CHARLOTTE	STEPHENVILLE	TX	76401
R000034566	940 LYDIA	NEWMAN PEGGY ANN ALBRECHT	925 CHARLOTTE	STEPHENVILLE	TX	76401
R000034575	925 CHARLOTTE	NEWMAN PEGGY ANN ALBRECHT	925 CHARLOTTE	STEPHENVILLE	TX	76401
R000030440	940 HARBIN DR	QUAZI MOUMIN	940 N HARBIN DR	STEPHENVILLE	TX	76401
R000034574	955 CHARLOTTE	RAY HENRY & SHERI	955 N CHARLOTTE	STEPHENVILLE	TX	76401
R000028940	961 HARBIN DR	RICHMOND CLARENCE FLOYD	961 HARBIN	STEPHENVILLE	TX	76401
R000028935	911 HARBIN DR	ROCK HOUSE RESIDENTIAL PROPERTIES LTD	PO BOX 953	STEPHENVILLE	TX	76401
R000030442	960 HARBIN DR	SANDFORD JEFFREY K & SONIA L SANDFORD	960 HARBIN DR	STEPHENVILLE	TX	76401
R000034562	980 N LYDIA	SHOUSE ROBERT S & AIMEE D SHOUSE	980 N LYDIA	STEPHENVILLE	TX	76401
R000028938	941 HARBIN DR	TIDWELL TERRAH DAWN & TRENT JAMESON TIDWELL	3321 W CUTHBERT AVE	MIDLAND	TX	79703
R000028936	925 HARBIN DR	WALKER CLEBURN A & ROSE H	925 HARBIN	STEPHENVILLE	TX	76401
R000030445	985 N LYDIA	WALKER GRETCHEN R	985 N LYDIA ST	STEPHENVILLE	TX	76401-2027

ZONING AMENDMENT APPLICATION

CITY OF STEPHENVILLE

1. **APPLICANT/OWNER:** Moumin Quazi

First Name
Last Name

ADDRESS: 940 N Harbin Dr

Street/P.O. Box
Phone No.

Stephenville, TX 76401

City
State
Zip Code
2. **PROPERTY DESCRIPTION:** 940 N Harbin Dr

Street Address
3. **LEGAL DESCRIPTION:** Lot 3, Block 144, City Addition

Lot(s)
Block(s)
Addition
4. **PRESENT ZONING:** R3

Zoning District
Title

PROPOSED ZONING: R2.5 for Lots 3B and 3C, not change to R3 for main plot (3A)

Zoning District
Title
5. **APPLICANTS REQUEST FOR ZONING CHANGE IS AS FOLLOWS:** Replat 3 into 3A and 3B at R2.5, with Lot 3C remaining R3. (See attached survey.)

(Attach an additional sheet if necessary)

Moumin Quazi
Digitally signed by Moumin Quazi
 DN: cn=Moumin Quazi, o=Moumin Quazi, Ph.D., ou,
 email=quazi@tarleton.edu, c=US
 Date: 2021.11.20 12:14:17 -06'00'

Signature of Applicant

11/20/2021
 Date

 Signature of City Official Received

 Date Received

From: Jason King
To: Aly Oliver; Tina Cox
Subject: FW: rezone/replat survey for 940 N Harbin Dr as R 2.5
Date: Monday, November 29, 2021 1:41:42 PM
Attachments: image002.png
 image016.png
 image014.png
 image018.png
 image020.png
 image022.png
 image024.png
 image026.png
 image019.png
 image003.png
 image013.png

From: Steve Killen <SKillen@stephenvilletx.gov>
Sent: Monday, November 29, 2021 1:41:37 PM (UTC-06:00) Central Time (US & Canada)
To: Allen Barnes <ABarnes@stephenvilletx.gov>
Cc: Jason King <JKing@stephenvilletx.gov>
Subject: RE: rezone/replat survey for 940 N Harbin Dr as R 2.5

Thank you

Steve Killen

Director
Development Services



P: (254) 918-1222 | **C:** (214) 677-8352
E: skillen@stephenvilletx.gov



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This e-mail contains the thoughts and opinions of Steve Killen and does not represent official City of Stephenville policy.
 Note to elected officials: Please respond only to the sender of this message. Reply to all may result in a violation of the Texas Open Meetings Act.

From: Allen Barnes <ABarnes@stephenvilletx.gov>
Sent: Monday, November 29, 2021 1:21 PM
To: Steve Killen <SKillen@stephenvilletx.gov>
Cc: Jason King <JKing@stephenvilletx.gov>
Subject: RE: rezone/replat survey for 940 N Harbin Dr as R 2.5

I approve of this request.

Allen L. Barnes

City Manager



P: (254) 918-1225
E: abarnes@stephenvilletx.gov



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This e-mail contains the thoughts and opinions of Allen L. Barnes and does not represent official City of Stephenville policy.
 Note to elected officials: Please respond only to the sender of this message. Reply to all may result in a violation of the Texas Open Meetings Act.

From: Steve Killen <SKillen@stephenvilletx.gov>
Sent: Monday, November 29, 2021 11:48 AM
To: Allen Barnes <ABarnes@stephenvilletx.gov>
Cc: Jason King <JKing@stephenvilletx.gov>
Subject: FW: rezone/replat survey for 940 N Harbin Dr as R 2.5
Importance: High

Mr. Barnes,

Please consider this request for simultaneous rezone and replatting of property.

Ordinance language pasted below.

Zoning.

1. *Conformance with Existing Zoning.* All Applications shall be in conformance with the existing zoning on property inside the City Limits.
2. *Request to Rezone First.* If an Applicant seeks to amend the zoning for the property, the request to rezone the land shall be submitted and approved prior to acceptance of an Application for filing of a plat, unless as otherwise provided below.
 - a. The Applicant may request approval from the City Administrator to submit an application **simultaneous** with the zoning change request, in which case the Application for the zoning amendment shall be acted upon first, provided that the Application is accompanied by a properly executed Waiver of Right to 30-Day Action (due to the more lengthy time frame necessary to advertise and process zoning Applications).
 - b. In the event that the requested zoning amendment is denied, the Plat Application shall also be rejected or denied.
3. *Zoning Ordinance Site Plan Approval.* Where Site Plan approval is required by the Zoning Ordinance prior to development, no Application for a Final Plat approval shall be accepted for filing until a Site Plan has been approved for the land subject to the proposed Plat.

Thank you.

Steve Killen

Director
Development Services



P: (254) 918-1222 | C: (214) 677-8352
E: skillen@stephenvilletx.gov



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Note to elected officials: Please respond only to the sender of this message. Reply to all may result in a violation of the Texas Open Meetings Act.

From: Quazi, Dr. Moumin <QUAZI@tarleton.edu>

Sent: Monday, November 29, 2021 11:45 AM

To: Steve Killen <SKillen@stephenvilletx.gov>; Tina Cox <TCox@stephenvilletx.gov>

Subject: rezone/replat survey for 940 N Harbin Dr as R 2.5

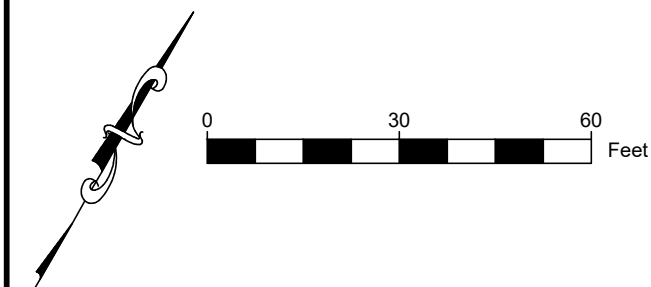
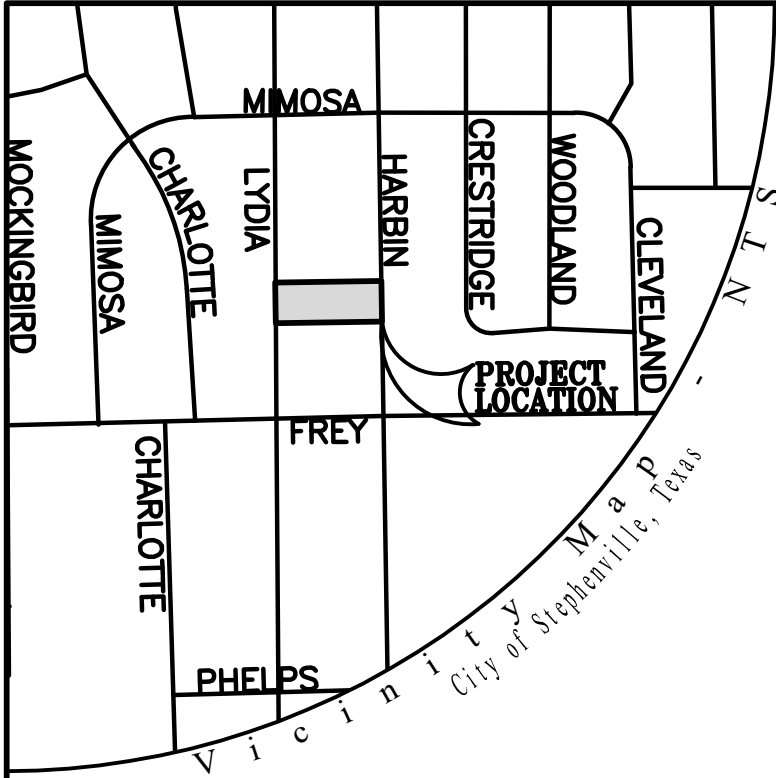
Please, submit my request to the City Manager for approval to replat my property as partially R2.5. See the attached forms (a request form and proposed survey).

Thank you.

Moumin

Moumin Quazi, Ph.D.





- LEGEND:
- AC.....Air Conditioning Unit
CO.....Cleanout
GM.....Gas Meter
IRF.....Iron Rod Found
MB.....Mailbox
OE.....Overhead Electric
PP.....Power Pole
WM.....Water Meter
D.R.E.C.T.....Deed Records, Erath County, Texas
P.R.E.C.T.....Plat Records, Erath County, Texas
Chainlink Fence.....
Wooden Fence.....

- NOTES:
- Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values.
 - According to scaled location of FEMA Firm Map No. 48035C0430D, effective date January 6, 2011, the subject property lies within Zone X - Areas determined to be outside the 0.2% annual change flood.
 - Unless otherwise noted, all property corners are 5/8 inch capped iron rods set marked "NATIVE CO., LLC".
 - The purpose of this Replat is to divide Lot 3, Block 144, City Addition into two new lots to be known as Lots 3A & 3B, Block 144, City Addition.
 - Lots will require sidewalk, curb, and gutter upon development.

OWNER:

Moumin Quazi
940 Harbin Ave.,
Stephenville, Tx 76401



OWNERS CERTIFICATION:

§ STATE OF TEXAS
§ COUNTY OF ERATH

WHEREAS Moumin Quazi is the owner of Lot 3, Block 144 of City Addition, an addition to the City of Stephenville, Erath County, Texas, as shown per King's 1956 Map of the City of Stephenville, as recorded in Volume 381, Page 105, Deed Records, Erath County, Texas, and being more particularly described as follows:

BEING all of Lot 3, Block 144 of City Addition, an addition to the City of Stephenville, Erath County, Texas, as shown per King's 1956 Map of the City of Stephenville, as recorded in Volume 381, Page 105, Deed Records, Erath County, Texas.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT **Moumin Quazi**, does hereby adopt this plat designating the herein above described real property as **LOTS 3A, 3B, & 3C, BLOCK 144, CITY ADDITION**, an addition to the City of Stephenville, Texas, Erath County, Texas. The easements shown thereon are hereby reserved for the purposes as indicated. No buildings, fences, trees, shrubs, or other improvements or growths shall be constructed, reconstructed, or placed upon, over or across the easements shown. Said easements being hereby reserved for the mutual use and accommodation of all public utilities using or desiring to use the same. Any, and all public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, or other improvements or growths which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective system on the easements and all public utilities shall at all times have full right of ingress and egress to or from and upon reconstructing, inspecting, patrolling, maintaining, respective systems without the necessity at any time of procuring the permission of anyone.

Any public utility shall have the right of ingress and egress to private property for the purpose of reading meters and/or for any maintenance and service required or ordinarily performed by that utility. The easements dedicated are for the specific use of installing and maintaining water, sewer, electrical, natural gas, telephone, fiber or cable vision lines, and are not intended to be used for garbage dumpsters, the collection of garbage, or for the use of garbage vehicles in any manner.

This plat does not alter or remove existing deed restrictions or covenants, if any, on this property.

Moumin Quazi

§ STATE OF TEXAS
§ COUNTY OF ERATH

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 purposes and consideration therein expressed, in the capacity therein stated, and as the act and deed of said partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the _____ day of _____, 2021.

Notary Public in and for the State of Texas

My commission expires

§ STATE OF TEXAS
§ COUNTY OF ERATH

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 purposes and consideration therein expressed, in the capacity therein stated, and as the act and deed of said partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the _____ day of _____, 2021.

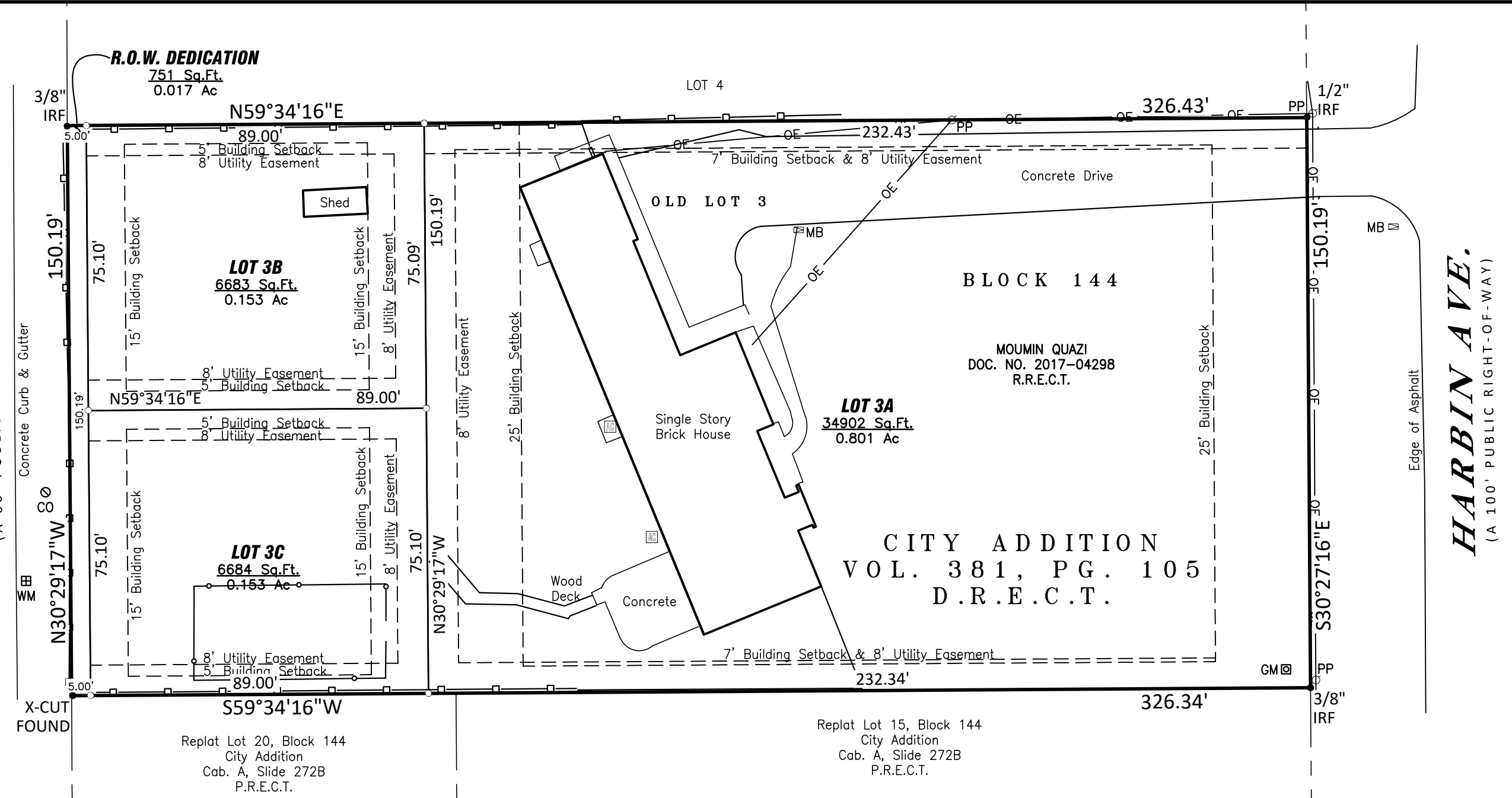
Notary Public in and for the State of Texas

My commission expires

SURVEYOR'S CERTIFICATION:

I, N. Zane Griffin, do hereby certify that I prepared this plat from an actual on the ground survey of the land, and that the corner monuments shown hereon were properly placed under my personal supervision in accordance with the platting rules and regulations of the City of Stephenville, Erath County, Texas.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE
Purpose of Document: Review
Surveyor: N. Zane Griffin
Registered Professional Land Surveyor No. 6810
Business Dates: 12-15-2021
N. Zane Griffin, RPLS No. 6810
Date: December 15, 2021

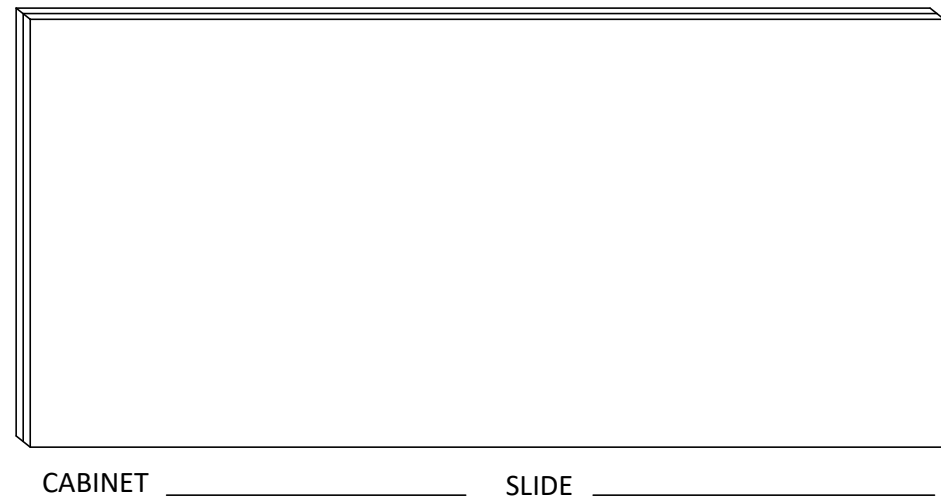


ACCEPTED AND APPROVED:

DIRECTOR OF PLANNING AND DEVELOPMENT _____

CITY SECRETARY _____

DATE _____



REPLAT
LOTS 3A, 3B & 3C, BLOCK 144
CITY ADDITION
AN ADDITION TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS
BEING A REPLAT OF LOT 3, BLOCK 144, CITY ADDITION, AS SHOWN ON KING'S 1956 MAP OF STEPHENVILLE, ADOPTION AND DEDICATION THEREOF, RECORDED IN VOLUME 381, PAGE 105, DEED RECORDS, ERATH COUNTY, TEXAS