



City of Willow Park  
Planning & Zoning Commission  
Regular Meeting  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, June 25th, 2019 6:00 pm  
Agenda

**Call to Order**

**Determination of Quorum**

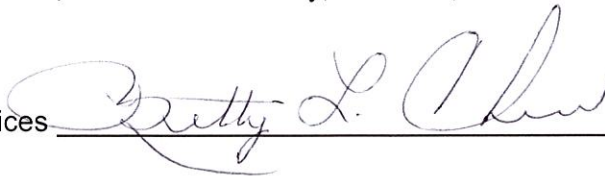
**Approval of minutes for April 30, 2019, May 16, 2019 and May 28<sup>th</sup>, 2019**

**Items to be considered and acted upon**

1. PUBLIC HEARING to consider and act on a request to rezone from LR Local Retail/IH-20 Overlay District, 19.80 acres situated in the Wesley Franklin Survey, Abstract No. 468 and the McKinney & Williams Survey, Abstract No. 954, City of Willow Park, Parker County, Texas located in the 4200 Block of I-20 Service Rd N.
  - a. Open Public Hearing
  - b. Close Public Hearing
  - c. Make Recommendation
2. Consider and Act on a Final Plat of a Replat of Lots 3R-1 thru 3R-5, Block A, Crown Pointe Addition, Phase 2, City of Willow Park, Parker County, Texas, located on Crown Pointe Blvd. and J.D. Towles Drive.
3. Consider and Act on a Site Plan for a bank on 3.35 acre part of Lot1, Pyle Addition, City of Willow Park, Parker County, Texas located on the southwest corner of I-20 Service Road South and Willow Bend Drive.

I certify that the above notice of this meeting was posted on the bulletin board at the municipal complex of the City of Willow Park, Texas on Thursday, June 6th, 2019 at 5:00 pm.

Director of Development Services



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If you plan to attend this public meeting and you have a disability that requires special arrangements at this meeting, please contact Betty Chew, at (817) 441-7108 or by fax (817) 441-6900 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.



## P&Z AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> June 25, 2019	<b>Department:</b> Development Services	<b>Presented By:</b> Betty Chew
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### AGENDA ITEM: 1

PUBLIC HEARING to consider and act on a request to rezone from LR Local Retail/IH-20 Overlay District, 19.80 acres situated in the Wesley Franklin Survey, Abstract No. 468 and the McKinney & Williams Survey, Abstract No. 954, City of Willow Park, Parker County, Texas located in the 4200 Block of I-20 Service Rd N.

### BACKGROUND:

The Property is located in Planning Area 3 as identified in the City's Comprehensive Plan. Planning Area 3 is situated along Interstate 20 making the area attractive to commercial and retail uses. The property is located west of the medical facility "Texas Health Willow Park". Improvements and construction of thoroughfares in the area (Crown Pointe Blvd, J.D. Towles Drive, Mary Lou Drive and Mikus Road/IH-20 intersection) will facilitate traffic flow for commercial development in the area.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff supports a recommendation for approval of the rezoning request for Commercial/IH-20 Overlay District based on the proposed zoning being in compliance with the Comprehensive Plan.

### EXHIBITS:

Zoning Application  
Future Land Use Map  
Zoning Map

ADDITIONAL INFO:	FINANCIAL INFO:	
	<b>Cost</b>	\$ N/A
	<b>Source of Funding</b>	\$ N/A



City of Willow Park  
516 Ranch House Road  
Willow Park, Texas 76087  
Phone: (817) 441-7108 • Fax: (817) 441-6900

### ZONING CHANGE REQUIREMENTS

Name of Applicant: BARRON-STARK ENGINEERS, LP , BY: CHUCK STARK

Mailing Address: 6221 SOUTHWEST BLVD, #100, FORT WORTH, TX 76132  
Street City State Zip

Phone: 817-296-9550 Fax: 817-231-8144 Email: chucks@barronstark.com

Property Owner: MIT-MAR LAND, LP

Mailing Address: 66470 S. FM 56, GLEN ROSE, TX, 76043  
Street City State Zip

Phone: 817-441-2102 Fax: \_\_\_\_\_ Email: Jim@MartinLandSales.com

Location of property requesting to be re-zoned: IH20 WEST BOUND SERVICE ROAD AT CROWN LANE  
(MARY LOU DRIVE)

Intended Use of property: PROPOSED USE IN ACCORDANCE WITH 'C' ZONING

Current Zoning District: LOCAL RETAIL - 'LR' & IH-20 OVERLAY DISTRICT

Requested Zoning District: 'C' - COMMERCIAL & IH-20 OVERLAY DISTRICT

Specific reason for zoning request: FUTURE DEVELOPMENT NOT BEING LIMITED TO  
LOCAL RETAIL AND PROVIDE COMMERCIAL  
DEVELOPMENT

~~FEES: \$150 (Residential)~~

~~\$150 (Non-Residential)~~

Additional fees (if applicable): \$280.00

Additional fees (if applicable): NA

*PD 05/16/2019*

Any reasonable fees and/or costs which are required by the City of Willow Park for a proper review of this request are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building/property inspections and/or testing(s).

*[Signature]*  
SIGNATURE OF OWNER

*5/16/19*  
DATE

*[Signature]*  
SIGNATURE OF APPLICANT

*5/16/19*  
DATE

*If the property owner is represented by another, a notarized letter of authorization must be submitted.*



This checklist is provided to assist you in addressing the requirements for a Zoning Change request. An application is incomplete unless all applicable information noted below is submitted to the City of Willow Park Building Official. Please indicate that all information is included on the application by initialing in the box to the left of the required information. Checking the box certifies to the City that you have completely and accurately addressed the issue. If not applicable, indicate with "N/A" next in the box. Return this completed form at the time of your application submittal.

Applicant: Please complete the following

For Office Use Only

ITEM	INITIAL	ZONING CHANGE REQUIREMENTS	N/A	COMPLETE	MISSING
1	OK	Site boundary is indicated by a heavy solid line, dimensioned with bearings and distances, and distance to the nearest cross street.		✓	
2	OK	Site location/vicinity map clearly showing the location of the subject		✓	
3	OK	A north arrow is provided with drawing oriented such as that north is located to the top or left side of drawing sheet.		✓	
4	OK	A written and bar scale is provided. 1" = 200' unless previously approved by staff		✓	
5	NA	Accurately located, labeled and dimensioned footprint of existing structure(s) to remain is/are shown by a heavy dashed line.		✓	
6	OK	Adjacent property lines within 200 feet of the subject property.		✓	
7	OK	Adjacent zoning and land use (e.g. bank with drive-thru, office building, undeveloped etc.) within 200 feet of the property line is indicated.		✓	
8	OK	Adjacent property owner(s), or subdivision name, with lot, block and recording information, is shown.		✓	
9	OK	Does the request conform to the proposed future land use in the city's Comprehensive Plan		✓	





WILLOW PARK BAPTIST CHURCH  
VOL. 2896, PG. 403  
O.R.P.C.T.

POINT OF BEGINNING  
NORTH: 6956259.32  
EAST: 2224350.28  
NAD 83, ZONE 4202 (GRID)

POINT OF COMMENCING

BAR-KO LAND COMPANY, LLC  
201902388, O.R.P.C.T.

WESLEY FRANKLIN SURVEY  
ABSTRACT NO. 468

CRAIG CRONIE UPSTROM  
FIRST & SECOND TRACT  
INST. NO. 2011782522  
O.R.P.C.T.

McKINNEY & WILLIAMS SURVEY  
ABSTRACT NO. 954

EXISTING 'AG'  
ZONING

EXISTING 'AG'  
ZONING

EXISTING 'LR'  
ZONING

PROPOSED 'C'  
COMMERCIAL ZONING

PROPOSED 'C'  
COMMERCIAL ZONING

PROPOSED 'C'  
COMMERCIAL ZONING

EXISTING 'LR'  
ZONING

EXISTING 'C'  
ZONING

MARY LOU DRIVE  
(10' DEDICATED RIGHT-OF-WAY)

INTERSTATE HIGHWAY NO. 20  
(RIGHT-OF-WAY VARIES)

WILLOW PARK BAPTIST  
CHURCH OF TEXAS  
INST. NO. 20127883883  
O.R.P.C.T.



USE OF THIS ELECTRONIC SEAL/SIGNATURE  
AUTHORIZED BY CHARLES F. STARK, P.E.  
TEXAS REGISTRATION NO. 57357

NOTES:

1. PROPERTY AREA TO BE RE-ZONED = 19.80 ACRES
2. EXISTING ZONING: 'LR', LOCAL RETAIL AND IH-20 OVERLAY
3. PROPOSED ZONING: 'C' COMMERCIAL AND IH-20 OVERLAY
4. PROPERTY SITUATED IN THE CITY OF WILLOW PARK
5. PROPERTY SITUATED IN ALEDO ISD
6. PROPERTY TO BE SERVED BY WILLOW PARK PUBLIC WATER AND SEWER

**Barron-Stark**  
Engineers

6221 Southwest Boulevard, Suite 100  
Fort Worth, Texas 76132  
(O) 817.231.8100 (F) 817.231.8144  
Texas Registered Engineering Firm F-10998  
Texas Registered Survey Firm F-10158800  
www.barronstark.com

**ZONING EXHIBIT**  
**CROWN POINTE ADDITION PHASE 4**  
**LOT 1, BLOCK E, LOT 1, BLOCK F, & LOT 1, BLOCK G**

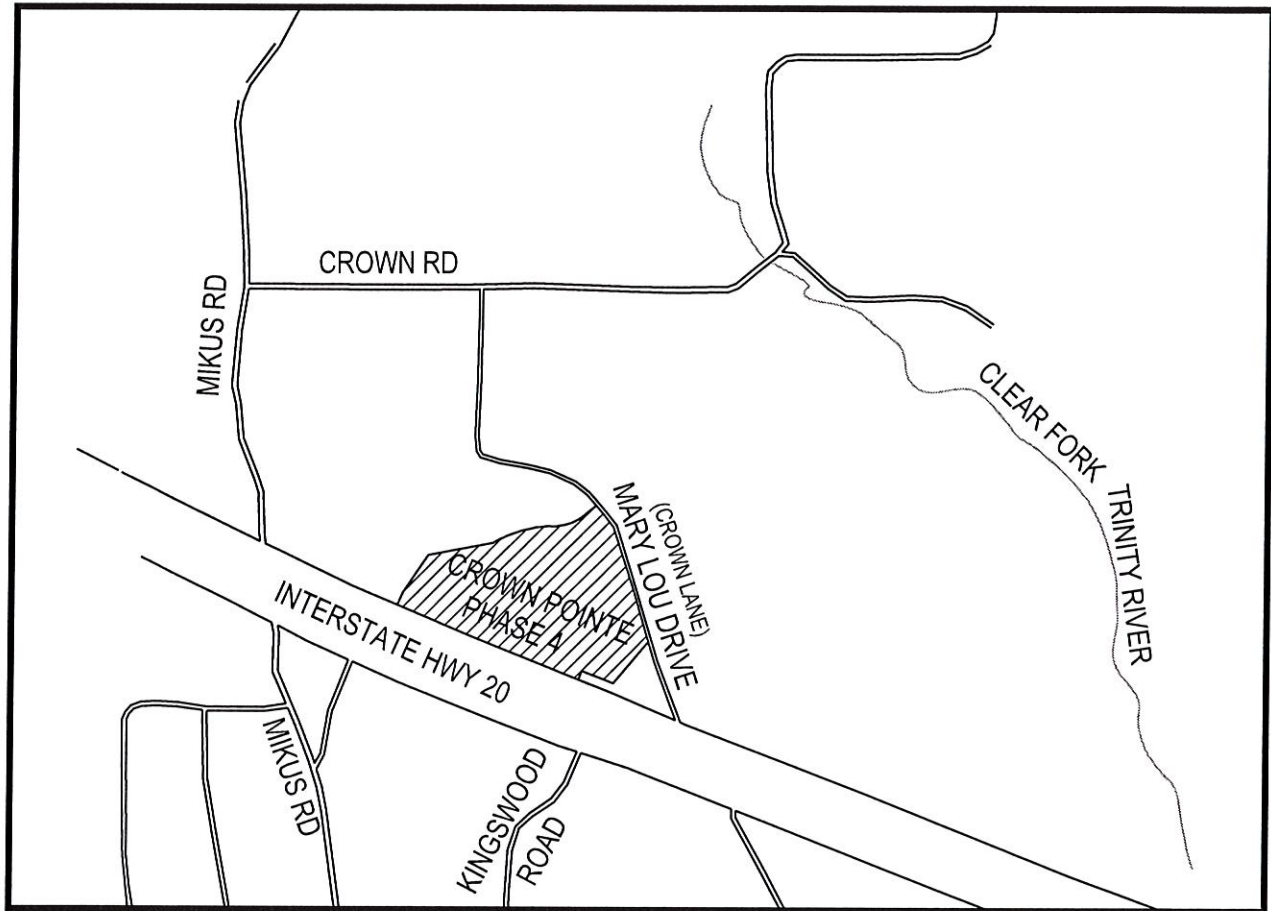
PROJECT No. 107-9554

DATE: 05-15-2019

SHEET

**EX1**

USER: CYNTHIA SWIFT  
PLOTTED ON: 5/16/2019 2:20 PM  
FILE NAME: N:\BARRON STARK SWIFT ENG\107 MARTIN LAND SALES\9554 - CROWN POINTE PHASE 4\100 CAD\00 DWG\01 EXHIBIT\107-9554 CROWN POINTE PH 4 ZONING EXHIBIT.DWG



LOCATION MAP



**B**  
**Barron-Stark**  
Engineers

6221 Southwest Boulevard, Suite 100  
Fort Worth, Texas 76132  
(O) 817.231.8100 (F) 817.231.8144  
Texas Registered Engineering Firm F-10998  
Texas Registered Survey Firm F-10158800  
www.barronstark.com

ZONING EXHIBIT  
CROWN POINTE ADDITION PHASE 4  
LOT 1, BLOCK E, LOT 1, BLOCK F, & LOT 1, BLOCK G

PROJECT No. 107-9554

DATE: 05-15-2019

SHEET

EX2

PROPERTY OWNERS WITHIN 200' FOR ZONING REQUEST

BAR-KO LAND CO. LLC  
5189 E I 20 SERVICE RD NORTH STE 106  
WEATHERFORD, TX 76087

WILLOW PARK BAPTIST CHURCH  
129 S. RANCH HOUSE RD  
WILLOW PARK, TX 76008

WILLOW PARK SERVICES LLC  
PO BOX 1840  
ALED0, TX 76008

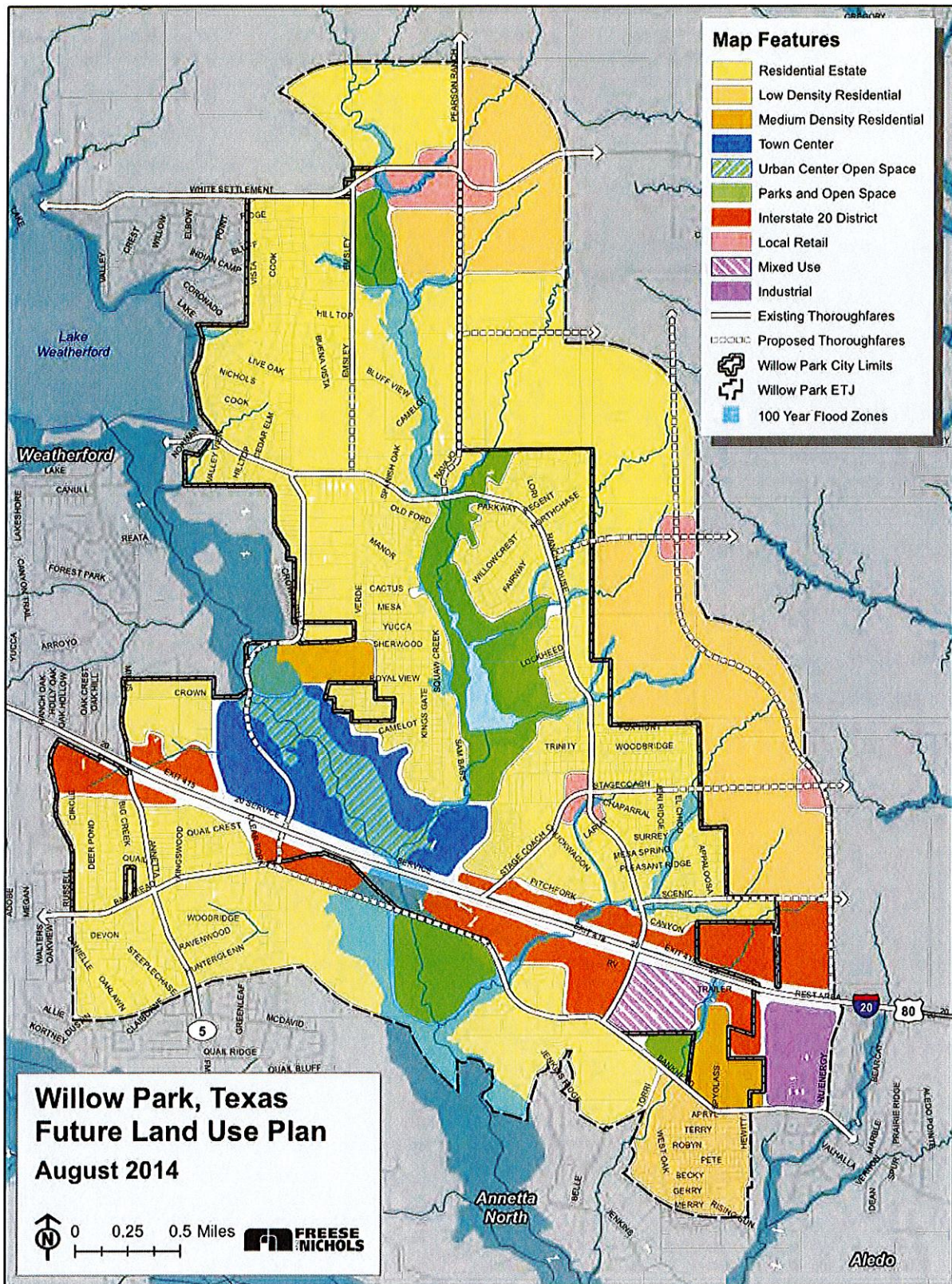
MIT-MAR LAND LP  
6647 S. FM 56  
GLEN ROSE, TX 76043

CRAIG CRONJE UPSTROM  
4141 W I 20 SERVICE RD N  
WEATHERFORD, TX 76087

*Mailed 06/04/2019*



## Future Land Use Map





# CITY OF WILLOW PARK ZONING MAP

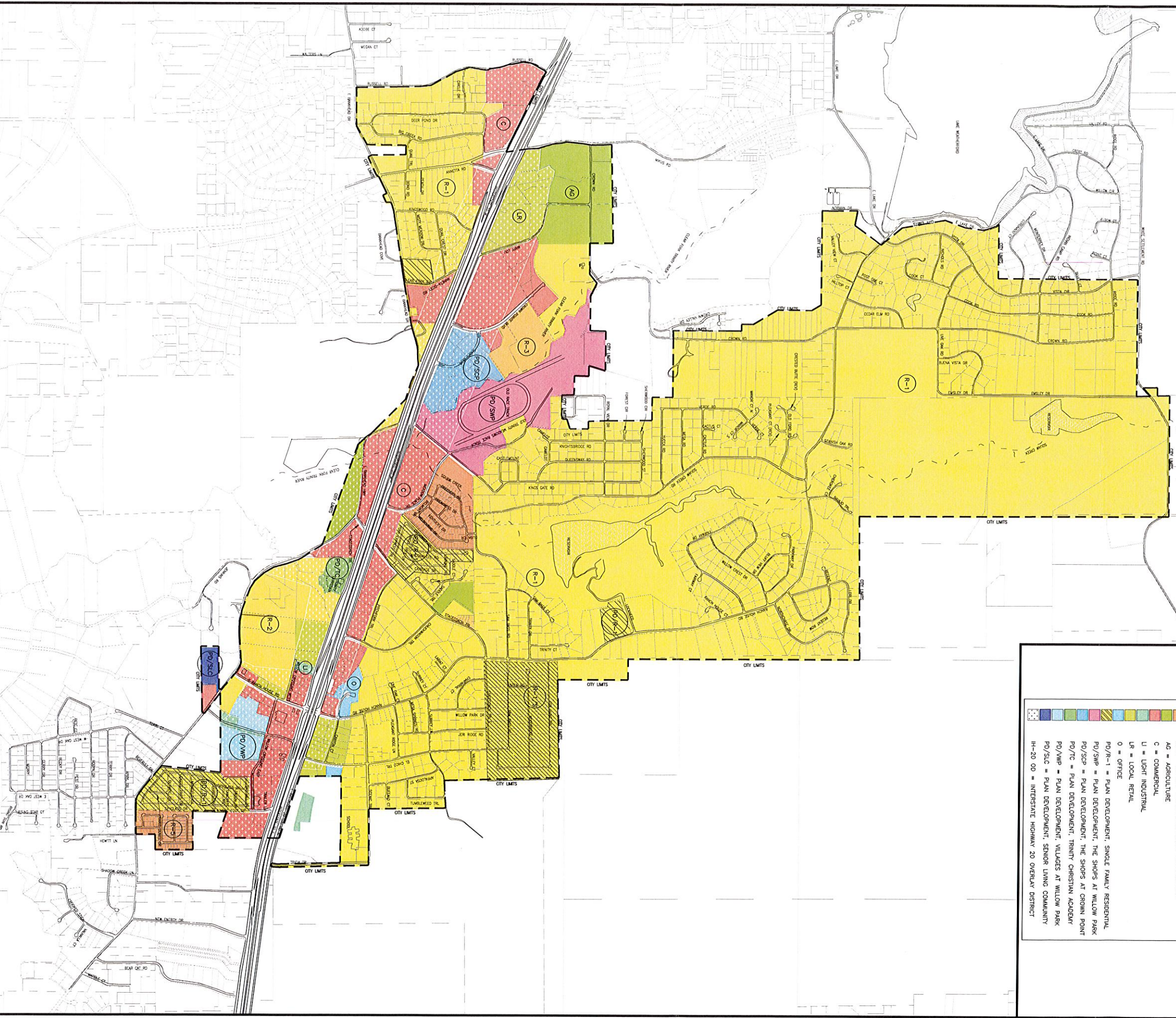
JUNE 2019



JACOB  
MARTIN  
3466 CURRY LANE  
ARLINGTON, TX 76010  
817-584-9800  
FAX 817-584-9801  
1" = 1000'

## ZONING DESCRIPTION LEGEND

- R-1 = SINGLE FAMILY RESIDENTIAL
- R-1/S = SINGLE FAMILY RESIDENTIAL W/ SEWER
- R-2 = SINGLE FAMILY RESIDENTIAL DUPLEX
- R-3 = MULTI-FAMILY RESIDENTIAL
- R-5 = SINGLE FAMILY RESIDENTIAL HIGH-DENSITY
- AG = AGRICULTURE
- C = COMMERCIAL
- LI = LIGHT INDUSTRIAL
- LR = LOCAL RETAIL
- O = OFFICE
- PD/R-1 = PLAN DEVELOPMENT, SINGLE FAMILY RESIDENTIAL
- PD/SWP = PLAN DEVELOPMENT, THE SHOPS AT WILLOW PARK
- PD/SCP = PLAN DEVELOPMENT, THE SHOPS AT CROWN POINT
- PD/TC = PLAN DEVELOPMENT, TRINITY CHRISTIAN ACADEMY
- PD/WMP = PLAN DEVELOPMENT, VILLAGES AT WILLOW PARK
- PD/SIC = PLAN DEVELOPMENT, SENIOR LIVING COMMUNITY
- IH-20 00 = INTERSTATE HIGHWAY 20 OVERLAY DISTRICT







## P&Z AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> June 25, 2019	<b>Department:</b> Development Services	<b>Presented By:</b> Betty Chew
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### AGENDA ITEM: 2

Consider and Act on a Final Plat of a Replat of Lots 3R-1 thru 3R-5, Block A, Crown Pointe Addition, Phase 2, City of Willow Park, Parker County, Texas, located on the Crown Pointe Blvd. and J.D. Towles Dr.

### BACKGROUND:

This Final Plat represents a replat of Lot 3R, Block A, Crown Pointe Addition, Phase 2. This is a 3.27 acre lot located on the southwest corner of Crown Pointe Blvd. and J.D. Towles Drive. There are two 6,000 square foot office buildings located on the south side of the property. The property is zoned C-“Commercial District”.

Lot 3R-1 – 0.79 acres (6,000 sq/ft office building with 35 parking spaces.)  
Lot 3R-2 – 0.62 acres (6,000 sq/ft office building with 30 parking spaces.)  
Lot 3R-3 – 0.62 acres vacant  
Lot 3R-4 – 0.59 acres vacant  
Lot 3R-5 – 0.65 acres vacant

The property will be served from 12 inch and 8 inch water and 8 inch sanitary sewer mains, in Crown Pointe Blvd. and J.D. Towles Drive.

The entrances and fire lanes will be installed and marked by the developer in the locations per the replat.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the Final Plat of a Replat as presented with the addition, of a blanket cross access and parking space agreement included on the replat.

### EXHIBITS:

Plat Application  
Final Plat  
Final Plat (marked)

ADDITIONAL INFO:	FINANCIAL INFO:	
	<b>Cost</b>	\$ N/A
	<b>Source of Funding</b>	\$ N/A





# City of Willow Park Development Services

516 Ranch House Road  
Willow Park, Texas 76087

Phone: (817) 441-7108 · Fax: (817) 441-6900

**PLAT APPLICATION**  
**MUST BE AN ORIGINAL DOCUMENT – FAXED COPIES WILL NOT BE ACCEPTED**  
**ALL SIGNATURES MUST BE ORIGINAL**

Type of Plat: ☐ Preliminary ☐ Final ☒ Replat ☐ Amended

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**PROPERTY DESCRIPTION:**

**SUBMITTAL DATE:** \_\_\_\_\_

Address (if assigned): CROWN POINTE BLVD

Name of Additions: CROWN POINTE ADDITION PHASE 2

Location of Addition: CROWN POINTE BLVD & JERRY TOWLES DR

Number of Lots: 5 Gross Acreage: 3.27 Zoning: C # of New Street Intersections: 1

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**PROPERTY OWNER:**

Name: WILLOW PARK PROFESSIONAL PLAZA, LTD Contact: LOUIE LU

Address: 365 MIRON DRIVE, SUITE A Phone: 817-944-7681

City: SOUTHLAKE Fax: \_\_\_\_\_

State: TX Zip: 76092 Email: louielu@yangtzeus.com

Signature: 

*CHARLES STARK*  
*AUTHORIZED REPRESENTATIVE*

**APPLICANT:**

Name: BARRON-STARK ENGINEERS, LP Contact: CHUCK STARK

Address: 6221 SOUTHWEST BLVD, #100 Phone: 817-296-9550

City: FORT WORTH Fax: 817-231-8144

State: TX Zip: 76132 Email: chucks@barronstark.com

Signature: 

**SURVEYOR:**

Name: BARRON-STARK ENGINEERS, LP Contact: CHUCK STARK

Address: 6221 SOUTHWEST BLVD, #100 Phone: 817-296-9550

City: FORT WORTH Fax: 817-231-8144

State: TX Zip: 76132 Email: chucks@barronstark.com

Signature: 

**ENGINEER:**Name: BARRON-STARK ENGINEERS, LPContact: CHUCK STARKAddress: 6221 SOUTHWEST BLVD, #100Phone: 817-296-9550City: FORT WORTHFax: 817-231-8144State: TX Zip: 76132

Email: \_\_\_\_\_

Signature: PRINCIPAL CONTACT: \_\_\_\_\_ Owner \_\_\_\_\_ Applicant \_\_\_\_\_ Surveyor X Engineer

- Staff comment letters and mark-ups will be distributed only to the designated principle contact
- Comments will be sent via email unless otherwise specified

**UTILITY PROVIDERS**Electric Provider: TRI-COUNTYWater Provider: CITY OF WILLOW PARKWastewater Provider: CITY OF WILLOW PARKGas Provider (if applicable): TEXAS GAS**APPLICATION FEES**

\$25.00

\$425.00 ~~\$300.00~~ PLUS \$10 PER LOT FOR LOTS UP TO 1/2 ACRE IN SIZE OR           \$300.00 PLUS \$10 PER ACRE OR FRACTION THEREOF FOR LOTS LARGER THAN 1/2 ACRE

Additional fees (if applicable):

Any reasonable fees and/or costs, which are required by the City of Willow Park for a proper review of this request, are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building(s)/property inspections and/or testing(s).

**City Use Only**Fees Collected: \$ 425.00

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Receipt Number: \_\_\_\_\_



**PLAT REVIEW CHECKLIST:**

**\*\*This checklist must be submitted with the initial plat application\*\***

**I. GENERAL:**

Name of Addition: CROWN POINTE ADDITION PHASE 2  
Applicant: BARRON-STARK ENGINEERS, LP  
Property Owner(s): WILLOW PARK PROFESSIONAL PLAZA, LTD  
Location of Addition: CROWN POINTE BLVD & FUTURE JAMES TOWLES DR

**II. REQUIRED DOCUMENTS FOR A PRELIMINARY PLAT**

- A. Preliminary Plat Application (original signatures)
- B. Preliminary Plat Drawing (5 paper copies & 1 digital)
- C. Preliminary Drainage Analysis (5 paper copies & 1 digital)
- D. Concept Construction Plan (5 paper copies & 1 digital)
- E. Tree Survey
- F. Location and Dimensions of Existing Structures
- G. Sectionalizing or Phasing of Plats
- H. Zoning Classification of All Properties Shown on the Plat
- I. Dimensions of all Proposed or Existing Lots
- J. Location of 100-year Flood Limits Where Applicable

**APPLICANT**

**STAFF**

N/A  
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**III. REQUIRED DOCUMENTS FOR A FINAL PLAT**

- A. Final Plat Application (original signatures)
- B. Final Plat Drawing (5 paper copies & 1 digital copy)
- C. Drainage Study (5 paper copies & 1 digital)
- D. Submit 1 mylar copy and 1 paper copy from county filing
- E. Written Metes and Bounds Description
- F. Dimensions of All Proposed or Existing Lots
- G. Area in acres for each lot
- H. Any Existing Structures which Encroach and Setback Lines
- I. Parker County Tax Certificate
- J. Plans for all water & sewer lines
- K. Plans for fire hydrants
- L. Plans for all proposed streets and sidewalks

NA  
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**IV. REQUIRED DOCUMENTS FOR A REPLAT**

- A. Replat Application (original signatures)
- B. Replat Drawing (5 paper copies & 1 digital copy)
- C. Original Plat for comparison
- D. Drainage Study (5 paper copies & 1 digital)
- E. Submit 1 mylar copy and 1 paper copy from county filing
- F. Written Metes and Bounds Description
- G. Dimensions of All Proposed or Existing Lots
- H. Area in acres for each lot
- I. Any Existing Structures which Encroach and Setback Lines
- J. Parker County Tax Certificate

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**V. REQUIRED DOCUMENTS FOR AN AMENDED PLAT**

- A. Amended Plat Application (original signatures)
- B. Final Plat Drawing (5 paper copies & 1 digital)
- C. Original Plat for comparison
- D. Drainage Study (5 paper copies & 1 digital)
- E. Submit 1 mylar copy and 1 paper copy from county filing
- F. Written Metes and Bounds Description
- G. Dimensions of All Proposed or Existing Lots
- H. Area in acres for each lot
- I. Any Existing Structures which Encroach and Setback Lines

NA  
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VI.	REQUIREMENTS ON ALL PLATS	APPLICANT	STAFF
A.	Adjacent Property Lines, Streets, Easements	✓	✓
B.	Names of Owners of Property within 200 feet	✓	✓
C.	Names of Adjoining Subdivisions	✓	✓
D.	Front and Rear Building Setback Lines	✓	✓
E.	Side Setback Lines	✓	✓
F.	City Boundaries Where Applicable	✓	✓
G.	Date the Drawing was Prepared	✓	✓
H.	Location, Width, Purpose of all Existing Easements	✓	✓
I.	Location, Width, Purpose of all Proposed Easements	✓	✓
J.	Consecutively Numbered or Lettered Lots and Blocks	✓	✓
K.	Map Sheet Size of 18"x24" to 24"x36"	✓	✓
L.	North Arrow	✓	✓
M.	Name, Address, Telephone, of Property Owner	✓	✓
N.	Name, Address, Telephone of Developer	✓	✓
O.	Name, Address, Telephone of Surveyor	✓	✓
P.	Seal of Registered Land Surveyor	✓	✓
Q.	Consecutively Numbered Plat Notes and Conditions	✓	✓
R.	City of Willow Park Plat Dedication Language	✓	✓
S.	Location and Dimensions of Public Use Area	✓	✓
T.	Graphic Scale of Not Greater Than 1" = 200'	✓	✓
U.	All Existing and Proposed Street Names	✓	✓
V.	Dimensions of All Existing and Proposed Rights-of-Way as Specified on Master Thoroughfare Plan	✓	✓
W.	Subdivision Boundary in Bold Lines	✓	✓
X.	Subdivision Name	✓	✓
Y.	Title Block Identifying Plat Type	✓	✓
Z.	Key Map at 1"=2000'	✓	✓
AA.	Surveyor's Certification of Compliance	✓	✓
BB.	Texas NAD83 State Plane Coordinates (Grid) (at least 2 corners)	✓	✓
CC.	Show relationship of plat to existing "water, sewage, and drainage	✓	✓

VII.	ADDITIONAL DOCUMENTS REQUIRED ON FINAL PLATS	APPLICANT	STAFF
A.	A written and notarized statement describing the minimum improvements which the subdivider agrees to provide, conditional upon City Council approval of the final plat	WITH MY CAR	OK
B.	A written and notarized statement that all property taxes and assessments have been paid for past years and up to Current date. This statement shall be signed by the owner or owners (original and one copy)	WITH MY CAR	OK
C.	A written and notarized acknowledgement of the dedication to public use of streets, parks, water courses, drains, easements and other such public places as shown on the plat, and of payments in lieu of certain public dedications. Property designated for schools, churches, hospitals, municipal purposes, and other uses, shall be noted, as well as the conditions and procedures by which such property and monies shall be made available to prospective purchasers or governing bodies. This statement shall be signed by the owner or owners, and all persons having a mortgage or lien interest in the property. (if applicable)	WITH MY CAR	OK

**PLEASE NOTE:** After staff approval, up to fifteen (15) additional paper copies may be required for review by the Planning & Zoning Commission and City Council.

Willow Park  
Plat  
Building Official Review

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**Applicant Questions:**

Front building setback: 25 ft.

Rear building setback: 25 ft.

Side building setback: 10 ft.

Side building setback: 10 ft.

Does the site include any utility/electric/gas/water/sewer easements?

Yes

No

Does the site include any drainage easements?

Yes

No

Does the site include any roadway/through fare easements?

Yes

No

**Staff Review:**

Does the plat include all the required designations?

Yes

No

Are the setbacks for the building sufficient?

Yes

No

Are there any easement conflicts?

Yes

No

Do the proposed easements align with neighboring easements?

Yes

No

Are the proposed easements sufficient to provide service?

Yes

No

Does the proposed project pose any planning concerns?

Yes

No

NEED CROSS ACCESS AND PARKING  
VERBAGE ON PLAT PRIOR TO FILING

Approved

Not Approved

Needs More Information or Corrections

Building Official Approval Signature:

BETTY L. CHEW

Date: 06/17/2019

Willow Park  
Plat  
Public Works Review

**Applicant Questions:**

Is the project serviced by an existing road?

Yes

No

If yes, which road? CROWN POINT BLVD

Is the project serviced by an existing water line?

Yes

No

If yes, what size line? 12"

Will the project require the extension of a water line?

Yes

No

Does the project use well water?

No

Drinking

Irrigation

If yes, which aquifer does the well pull from? NA

Is the project serviced by an existing sewer line?

Yes

No

If yes, what size line? 8"

If no, what type and size is the septic system? NA

**Staff Review:**

Will servicing this project require additional infrastructure beyond what is identified in the Capital Improvement Plan?

Yes

No

Any additional concerns: \_\_\_\_\_

Approved

Not Approved

Needs More Information or Corrections

Public Works Approval Signature: RAYMON JOHNSON Date: 06/17/2019



Willow Park  
Plat  
Flood Plain Review

**Applicant Questions:**

Is any part of the plat in the 100-year flood plain?	Yes	<input checked="" type="radio"/> No
If yes, what is the base flood elevation for the area? <u>N/A</u>		
Is the footprint of any built improvement in the 100-year flood plain?	Yes	<input checked="" type="radio"/> No
If yes, what is the base flood elevation for the area? <u>N/A</u>		
Is the footprint of any habitable structure in the 100-year flood plain?	Yes	<input checked="" type="radio"/> No
If yes, what is the base flood elevation for the area? <u>N/A</u>		

**Staff Review:**

Base flood elevations confirmed?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Does the proposed project pose any safety concerns?	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> No

DRAINAGE EASEMENT - IMPROVED  
AND MAINTAINED IN COMPLIANCE WITH  
CITY REQUIREMENTS.

☒ Approved

☐ Not Approved

☐ Needs More Information or Corrections

Flood Plain Manager Approval Signature:

DEREK TURNER Date: 06/20/2019



LINE TABLE		
LINE No.	LENGTH	BEARING
L1	31.31	N20°41'46"E

WILLOW PARK BAPTIST CHURCH  
VOL. 2896, PG. 403  
R.R.P.C.T.  
(REMAINDER)

Δ 14°31'35"  
R 530.00'  
L 134.37  
T 67.55  
Ch B N54°45'47"E  
Ch L 134.01'

NOTE:  
OPEN CIRCLE INDICATES 1/2"  
CAPPED IRON ROD FOUND  
STAMPED C.F. STARK RPLS 5084\*

LOT 4R-2R, BLOCK A  
CROWN POINTE ADDITION PHASE 2  
CAB. E, SLIDE 159  
P.R.P.C.T.

LOT 4R-1R, BLOCK A  
CROWN POINTE ADDITION PHASE 2  
CAB. E, SLIDE 159  
P.R.P.C.T.

POINT OF BEGINNING  
NORTH: 6955906.070  
EAST: 2225555.455  
NAD 83, ZONE 4202 (GRID)

KNOW ALL MEN BY THESE PRESENTS:

This is to certify that I, Charles F. Stark, a Registered Professional Land Surveyor of the State of Texas, having platted the above subdivision from an actual survey on the ground, and that all lot corners, and angle points, and points of curve shall be properly marked on the ground, and that this plat correctly represents that survey made by me or under my direction and supervision.

Charler F. Stark R.P.L.S.  
Texas Registration No. 5084

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

Before Me, the undersigned authority, on the day appeared Charles F. Stark, known to me to be the person whose name is subscribed to the forgoing instrument.

On the \_\_\_\_\_ Day of \_\_\_\_\_, 2019

Notary Public in and for the State of Texas

PRELIMINARY  
NOT TO BE RECORDED  
FOR ANY PURPOSES



GENERAL NOTES:

- No portion of subject property lies within a FEMA designated flood plain area. Flood Insurance Rate Map 48367 C 0425 E. Effective date September 26, 2008.
- Basis of Bearing for this plat is the Final Plat of Lots 1 & 2, Block A, Crown Pointe Addition as recorded in Cabinet D, Slide 73, Plat Records Parker County, Texas.
- Coordinates shown hereon are referenced to the Texas State Plain Coordinate System, NAD83, Texas North Central Zone.
- All Lots in the subdivision shall have a 25' Front Building Line and a 10' Side & Rear Building line.
- Created by this plat is a blanket mutual access and shared parking easement over Lots 3R-1, 3R-2, 3R-3, 3R-4 AND 3R-5, Block A to the benefit of each lot. This mutual access and shared parking easement shall be a covenant running with the land and pass to all subsequent owners.

FILED FOR RECORD  
PARKER COUNTY, TEXAS PLAT RECORD  
CABINET \_\_\_\_\_, SLIDE \_\_\_\_\_  
DATE \_\_\_\_\_

OWNER:  
WILLOW PARK PROFESSIONAL PLAZA, LTD.

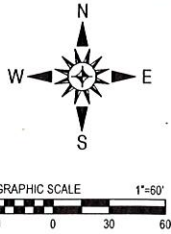
365 MIRON DRIVE, SUITE A  
SOUTHLAKE, TEXAS 76092  
817-944-7681

**Barron-Stark**  
Engineers

6221 Southwest Boulevard, Suite 100  
Fort Worth, Texas 76132  
(O) 817.231.8100 (F) 817.231.8144  
Texas Registered Engineering Firm F-10998  
Texas Registered Survey Firm F-10158800  
www.barronstark.com

JOB No. 296-9548  
DATE MAY 2019  
SHEET

1 of 1



LOT 2, BLOCK B  
CROWN POINTE PHASE 2  
CAB. D, SLIDE 232  
P.R.P.C.T.

Owner Dedication  
Now therefore, know all men by these presents:  
That WILLOW PARK PROFESSIONAL PLAZA, LTD., acting herein by and through its duly authorized officer, does hereby certify and adopt this plat designating the herein above described property as Lots 3R-1 through 3R-5, Block A, CROWN POINTE ADDITION PHASE 2, an addition to the City of Willow Park, Texas (City) and does hereby dedicate to the public use forever, the fire lanes, easements and encumbrances shown hereon.

WILLOW PARK PROFESSIONAL PLAZA, LTD.  
herein certifies the following:

- The fire lanes are dedicated for fire lane purposes.
- The public improvements and dedication shall be free and clear of all debt, liens, and/or encumbrances.
- The easements and public use areas, as shown, are dedicated for the public use forever for the purposes indicated or shown on this plat.
- No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements if approved by the City.
- The City is not responsible for replacing any improvements in, under, or over any easements caused by maintenance or repair.
- Utility easement 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 the public utilities being subordinate to the public's and the City's use thereof.
- The City and public utilities shall at all times have a right of ingress and egress to or from their respective easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, reading meters, and adding to or removing all or parts of their respective systems or public use without the necessity of procuring permission from anyone.
- Any modification of this document shall be by means of plat and shall be approved by the City.

This plat is approved subject to the conditions herein and to all platting ordinances, rules and resolutions of the City of Willow Park, Texas.

WITNESS, my hand the \_\_\_\_\_ day of \_\_\_\_\_, 2019

WILLOW PARK PROFESSIONAL PLAZA, LTD.

By: Physician Enterprises IV, LLC

By: \_\_\_\_\_  
Louie Lu, Manager

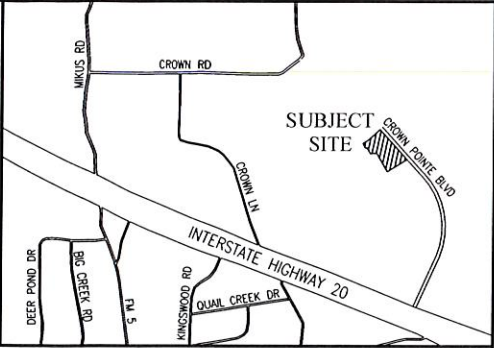
STATE OF TEXAS:  
COUNTY OF \_\_\_\_\_

Before me, the undersigned authority, a notary public, in and for the State of Texas, on this day personally appeared Louie Lu, known by me to be the person whose name is subscribed to the above and forgoing instrument, and acknowledged to me that executed the same for the purposes and consideration expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Notary Public in and for the State of \_\_\_\_\_

Date: \_\_\_\_\_



VICINITY MAP  
"NOT TO SCALE"

LEGAL DESCRIPTION

BEING Lot 3R, Block A, CROWN POINTE ADDITION PHASE 2, an Addition to the City of Willow Park, Parker County, Texas, according to the Plat recorded in Cabinet D, Slide 536, Plat Records, Parker County, Texas, being more particularly described, as follows:

BEGINNING at a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084" at the southwest corner of said Lot 3R, the southeast corner of Lot 4, Block A, CROWN POINTE ADDITION PHASE 2, an Addition to the City of Willow Park, Parker County, Texas, according to the Plat recorded in Cabinet D, Slide 232, Plat Records, Parker County, Texas, also being in the northwesterly line of Lot 1, Block A, CROWN POINTE ADDITION, an Addition to the City of Willow Park, Parker County, Texas, according to the Plat recorded in Cabinet D, Slide 73, Plat Records, Parker County, Texas, said BEGINNING point having a NAD 83, Zone 4202 (Grid) coordinate value of NORTH: 6955906.070 and EAST: 2225555.455, for reference;

THENCE N 31°00'04" W, along the common line of said Lot 3R and said Lot 4, a distance of 278.76 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084" at the northeast corner of said Lot 4;

THENCE S 86°43'19" W, continuing along the common line of said Lot 3R and said Lot 4, a distance of 83.46 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084";

THENCE leaving said common line, along the west line of said Lot 3R, as follows:

N 29°48'47" W, a distance of 89.42 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084";  
S 86°43'19" W, a distance of 21.40 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084";  
N 27°58'25" W, a distance of 66.38 feet to 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084" to the northwest corner of said Lot 3R, in the southeasterly line of future Jerry Towles Drive, at the beginning of a curve to the left, whose radius is 530.00 feet and whose long chord bears N 54°45'47" E, a chord distance of 134.01 feet;

THENCE along the southeasterly line of said future Jerry Towles Drive and along said curve, in a northeasterly direction, through a central angle of 14°31'35", an arc distance of 134.37 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084";

THENCE N 47°30'00" E, continuing along the southeasterly line of said future Jerry Towles Drive, a distance of 155.30 feet to a 1/2" capped iron rod found stamped "C.F. Stark RPLS 5084" in the southwesterly line of Crown Pointe Boulevard (an 80' Right-of-Way) at the northeast corner of said Lot 3R;

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THENCE S 58°59'56" W, along the common line of said Lot 3R and said Lot 1, a distance of 304.98 feet to the POINT OF BEGINNING and containing 3.27 acres (142,615 square feet) of land, more or less.

Final Plat  
Lots 3R-1 thru 3R-5, Block A

CROWN POINTE ADDITION PHASE 2

An Addition to the City of Willow Park, Parker County, Texas

Being a Replat of  
Lot 3R, Block A  
CROWN POINTE ADDITION PHASE 2  
An Addition to the City of Willow Park  
Parker County, Texas, According to the Plat recorded in  
Cabinet D, Slide 536, Plat Records  
Parker County, Texas

USER: C:\WORK\SWIFT\ENGR\LOUIE LUIS\648 - REPLAT CROWN POINTE ADD PH 2\00 CAD\DWG\PLAT\206-9548 CROWN LOT 3R BLOCK A RE PLAT.DWG  
FILE NAME: Y:\BARRON STARK SWIFT ENGR\LOUIE LUIS\648 - REPLAT CROWN POINTE ADD PH 2\00 CAD\DWG\PLAT\206-9548 CROWN LOT 3R BLOCK A RE PLAT.DWG



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VOL. 2896, PG. 403  
R.R.P.C.T.  
(REMAINDER)

Δ 14°31'35"  
R 530.00'  
L 134.37  
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Ch B N54°45'47"E  
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NOTE:  
OPEN CIRCLE INDICATES 1/2"  
CAPPED IRON ROD FOUND  
STAMPED C.F. STARK RPLS 5084"

LOT 4R-2R, BLOCK A  
CROWN POINTE ADDITION PHASE 2  
CAB. E, SLIDE 159  
P.R.P.C.T.

POINT OF BEGINNING  
NORTH: 6955906.070  
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NAD 83, ZONE 4202 (GRID)

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Texas Registration No. 5084

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Notary Public in and for the State of Texas

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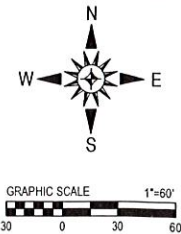
FILED FOR RECORD  
PARKER COUNTY, TEXAS PLAT RECORD  
CABINET \_\_\_\_\_, SLIDE \_\_\_\_\_  
DATE \_\_\_\_\_

OWNER:  
WILLOW PARK PROFESSIONAL  
PLAZA, LTD.  
365 MIRON DRIVE, SUITE A  
SOUTH LAKE, TEXAS 76092  
817-944-7581

**B**  
**Barron-Stark**  
Engineers

6221 Southwest Boulevard, Suite 100  
Fort Worth, Texas 76132  
(O) 817.231.8100 (F) 817.231.8144  
Texas Registered Engineering Firm F-10998  
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JOB No. 296-9548  
DATE MAY 2019  
SHEET  
1 of 1



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By: Physician Enterprises IV, LLC

By: \_\_\_\_\_  
Louie Lu, Manager

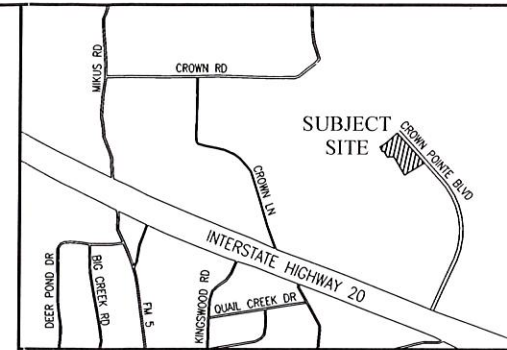
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Notary Public in and for the State of \_\_\_\_\_

Date: \_\_\_\_\_



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"NOT TO SCALE"

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Lots 3R-1 thru 3R-5, Block A

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Cabinet D, Slide 536, Plat Records  
Parker County, Texas





## P&Z AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> June 25, 2019	<b>Department:</b> Development Services	<b>Presented By:</b> Betty Chew
---------------------------------------	--	------------------------------------

### AGENDA ITEM: 3

Consider and Act on a Site Plan for a bank on 3.35 acre part of Lot 1, Pyle Addition, City of Willow Park, Parker County, Texas located on the southwest corner of I-20 Service Road South and Willow Bend Drive.

### BACKGROUND:

The property is zoned C Commercial/IH-20 Overlay District. This property is located in Planning Area 4, as identified in the City's Comprehensive Plan. Planning Area 4 represents the area adjacent to Interstate 20. Due to the higher traffic volumes along the interstate, the area is seen as a prime location for retail and commercial uses. Due to the high visibility of the corridor, higher design standards were identified to present a positive image of Willow Park. The bank and offices will complement and enhance the new and existing commercial development in the area.

The 43,780 square foot 3 story building will have:

First Floor – 5,400 square foot – Bank, 6,400 square foot – Parking Garage and 1,400 square foot – Drive thru Bank.

Second Floor – 14,560 square foot – Office and Lobby area

Third Floor – 14,560 square foot – Office and Lobby area

The bank and office complex will be accessed from Willow Bend Drive. Cross access will be provided to the Brookshire's Grocery Store to the west. The 0.821 acre lot, to the south will also have cross access and a shared drive entrance on Willow Bend Drive. There will be 138 parking spaces provided for the development. Fire lanes and access drives on the property will be 26 feet wide to facilitate access for fire apparatus. All infrastructure water, sanitary sewer, fire hydrants, and stormwater drainage improvements will meet City of Willow Park design standards.

The bank/office building location, parking, landscaping and fire lanes have been reviewed and meet the Zoning and Subdivision Ordinance requirements.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the Site Plan subject to the following being included on the site plan.

1. Property Platted
2. Setbacks
  - a. Front – 25' (IH-20 Service Rd/Willow Bend Dr.)
  - b. Rear – 25'
3. Sidewalk on Willow Bend Dr.
4. Dumpster with Screening
5. Fire Lanes 26' width
6. FDC location showing on site plan. (may require additional fire hydrant)
7. Bollards for protecting building in the front of parking spaces

8. Landscape not to obscure FDC or Fire Hydrant

**EXHIBITS:**

Site Plan  
Floor Plan  
Landscape Plan  
Elevation Drawing

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$ N/A
	Source of Funding	\$ N/A



# City of Willow Park Development Services Universal Application

Please PRINT CLEARLY to avoid delays

Please complete each field – Incomplete applications be rejected

<b>Project Information</b>		<b>Project Name:</b> First National Bank - Willow Park Branch & Office Bldg.	
<input type="checkbox"/> Residential		<input checked="" type="checkbox"/> Commercial	
Valuation: \$ Approx. 8 mil. (round up to nearest whole dollar)		Project Address (or description): SW corner I-20 and Willow Bend Dr.	
Brief Description of the Project: A new 3 story building including bank with drive thru banking and office building.			
Existing zoning: C/IH-20 OVERLAY		# of Existing Lots (plats only): 1	
Proposed zoning: C/IH-20 OVERLAY		# of Proposed Lots (plats only): 1	
<b>Applicant/Contact Information</b> (this will be the primary contact)			
Name: Zan Prince		Mailing Address: 220 Palo Pinto St. Weatherford, TX 76068	
Company: FNB Weatherford			
Primary Phone: 817-596-0345		E-mail: zan@zanprince.com	
<b>Property Owner Information</b> (if different than above)			
Name: Zan Prince		Mailing Address: 220 Palo Pinto St. Weatherford, TX 76068	
Company: FNB Weatherford			
Primary Phone: 817-596-0345		E-mail: zan@zanprince.com	
Other Phone:		Fax:	
<b>( ) Developer / ( ) Engineer / ( ) Surveyor Information</b> (if applicable)			
Name: Michael Martin, RLA		Mailing Address: 240 N. Mitchell Rd. Mansfield, TX 76063	
Company: Bannister Engineering, LLC			
Primary Phone: 817-842-2094		E-mail: mmartin@bannistereng.com	
Other Phone:		Fax: 817-842-2095	
<b>For City Use Only</b>			
Project Number:		Permit Fee:	
Submittal Date:		Plan Review Fee:	
Accepted By:		Total Fee:	
Receipt #:		Method of Payment:	

Application not complete without attached form(s) and/or signature page

Recd. 06/04/2019





## City of Willow Park Development Services Department

---

### SITE PLAN REQUIREMENTS

A **Site Plan** is an architectural plan of proposed improvements to a property; including building footprint, parking, ingress, egress, roadways, sidewalks, water lines, sewer lines, drainage facilities, auxiliary structures, lighting, and any public or private infrastructure. Site plans also include elevations of proposed buildings, topographical information, location in relation to flood plain, impact analysis

Site Plan applications must contain:

- Universal development application.
- A single site plan document including all of the information required on the site plan requirement checklist.
- A landscaping plan that includes the property boundaries, building and improvement footprints, and labels all green space, trees, shrubs, vegetation, and landscaping.
- A drainage plan that includes the property boundaries, building and improvement footprints, topography, and any flood plain designations.
- Elevations of all proposed buildings.
- A compact disc containing a .pdf copy of all plans.
- Three (3) paper hard copies of all plans.

If an exception or modification to the regulations is requested, the reason and/or request for each shall be provided on a separate sheet on letterhead and directly on the plans with sufficient details as to allow a determination by the appropriate approval body. Additional information may be required. Reference the specific requirement. Exceptions may require the approval of the City's Board of Adjustments.

Prior to public review before the Planning & Zoning Commission and City Council the applicant may be asked to submit up to fifteen (15) paper hard copies of all plans.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

5/31/19



# City of Willow Park Development Services Department

Applicant: Please complete the following

For Office Use Only

ITEM	INITIAL	SITE PLAN REQUIREMENTS	N/A	COMPLETE	MISSING
1	ZP	Site boundary is indicated by a heavy solid line intermittent with 2 dash lines, dimensioned with bearings and distances; indicate and label lot lines, setback lines, and distance to the nearest cross street.		✓	
2	ZP	Site location/vicinity map clearly showing the location of the subject property with cross streets is provided. Indicate scale or NTS and provide north arrow.		✓	
3	ZP	A north arrow is provided with drawing oriented such as that north is located to the top or left side of drawing sheet.		✓	
4	ZP	A written and bar scale is provided. 1"=200' unless previously approved by staff 50'		✓	
5	ZP	A title block is in the lower right corner that includes large, boldly printed "SITE PLAN", owner and engineer's names, addresses and phone numbers, subdivision name, lot number/s, block number or letter.		✓	
6	N/A	Tree masses are clouded with accurate canopy widths shown to determine critical root zone where located within close proximity to existing or proposed pavement.		N/A	
7	ZP	Flood plain boundary is shown and indicates F.I.R.M. Community panel number and date, and flow line of drainage ways and creeks, as applicable.		N/A	
8	ZP	Existing topography lines are shown and proposed contours are shown by a medium weight solid line. Topography is shown at minimum five (5) foot contours referenced to sea level city datum. Spot elevations and additional contours may be required in certain areas depending on topography.		✓	
9	ZP	Accurately located, labeled and dimensioned footprint of proposed structure(s).		✓	
10	N/A	Accurately located, labeled and dimensioned footprint of existing structure(s) to remain is/are shown by a heavy dashed line.		N/A	
11	N/A	Accurately located and labeled footprint of structure(s) proposed for demolition is/are shown by a light dashed line. Structures to be demolished are clearly labeled/ identified.		N/A	
12	ZP	Accurately located footprint of nonresidential structure(s) on abutting properties is/are shown by a light, solid line.		✓	
13	ZP	Adjacent property lines within 200 feet of the subject property lines are shown by a light dashed line.		✓	
14	ZP	Adjacent zoning and land use (e.g. bank with drive-thru, office building, undeveloped etc.) within 200 feet of the property line is indicated.		✓	
15	ZP	Adjacent property owner(s), or subdivision name, with lot, block and recording information, is shown.		✓	
16	ZP	Finished floor elevation of existing and/or proposed structures is referenced to sea level datum.		✓	
17	ZP	Full width of streets and alley rights-of-way with centerlines and backs of curbs or paving edges within 200 feet of the property line are dimensioned and street name or use is labeled.		✓	





## City of Willow Park Development Services Department

18	ZP	Driveways within 200 feet of the property line:  _____ a. Are accurately located and dimensioned.  _____ b. Distances to the nearest on-site driveway and/or off-site driveway is accurately located and dimensioned as measured from the centerlines.  _____ c. Distance to the nearest street is shown as measured from the end of curb-return radius of the adjacent street to the driveway centerline.  _____ d. Typical radii are shown.		✓	
19	ZP	Drive-thru lanes, menu board location, pick-up window/s, maneuvering area, stacking lanes and escape lanes are indicated and dimensioned.		✓	
20	ZP	Sidewalks and barrier-free ramps (BFR) within 200 feet of and on the subject property are shown, dimensioned and labeled.		✓	
21	ZP	Off-site streets and roads:  _____ a. Existing and proposed roadways with medians and median openings adjacent to and within 200 feet of the project site are shown and dimensioned.  _____ b. Medians, median openings with associated left- turn lanes, continuous left turn lanes, transition and stacking lengths are shown and dimensioned within 200 feet of the project site.  _____ c. Existing, proposed, and required acceleration/deceleration lanes within 200 feet of the project site are shown dimensioned, stacking length indicated, and right-of-way dedication is indicated as applicable.  _____ d.. Distance to the nearest signalized intersection is indicated		✓	
22	ZP	All parking spaces are shown, group numbered, and typical dimensions are provided. Indicate required two-foot overhang, as applicable.		✓	
23	ZP	Handicapped parking spaces and barrier-free access points are shown, dimensioned, and labeled.		✓	
24	N/A	Loading and maneuvering areas are indicated, labeled, and dimensioned. Loading area screening method is indicated and labeled.		N/A	
25	ZP	Dumpster and/or compactor locations and screening methods are shown. Indicate screening materials and height for all sides. Screening material is to match structure façade with enclosure having solid metal gates. Specs and sketch available from staff.		✓	
26	ZP	Paving materials, boundaries and type are indicated.		✓	
27	ZP	Access easements are accurately located/ tied down, labeled and dimensioned.		✓	
28	ZP	Off-site parking is shown and dimensioned from the off-site parking area to the structure or use as applicable. A parking easement or shared parking agreement is required and is provided in draft format.		N/A	
29	ZP	Fire lanes are shown and dimensioned at a minimum of 24 feet in width, with internal radii of not less than 20 feet. Label and use an approximate 20 percent shade for fire lanes to differentiate from other paving. Ensure that required labeling and dimensioning is readable through shading. 26' REQD.		✓	
30	ZP	Proposed dedications and reservations of land for public use including, but not limited to, rights-of way, easements, park land, open space, drainage ways, floodplains and facility sites are accurately located, dimensioned and labeled.		N/A	
31	n/a	Screening walls are shown with dimensions and materials. An inset is provided that shows the wall		N/A	





# City of Willow Park Development Services Department

		details and column placement as applicable. Plans for masonry walls are to be signed and sealed by a structural engineer and approved by the City Engineer. Channeled or slip-panel/pre-cast walls are prohibited.			
32	ZP	The location of living screens are shown and labeled. Details of a living screen are provided on the Landscape Plan indicating plant species/name, height at planting, and spacing.		✓	
33	n/a	A lighting plan that shows location by fixture type is included. A lighting data chart is used to reference fixture type (i.e. pole or wall pack) and height. No lighting source (i.e. bulb, reflector, etc.) is allowed to be visible from an adjacent property or public street. <i>WITH CONST. PLANS</i>			
34	ZP	Existing and proposed water and sanitary sewer lines, storm sewer pipe, with sizes, valves, fire hydrants, manholes, and other utility structures on-site or immediately adjacent to the site are shown and labeled.		✓	
35	n/a	Boundaries of detention areas are located. Indicate above and/or below ground detention.		N/A	
36	ZP	Details of construction materials and architecture are shown on required Building Elevation/Facade Plan. Color, type and texture to match Zoning requirements.		✓	
37	n/a	Communication towers are shown and a fall distance/collapse zone is indicated.		N/A	
38	n/a	Provide Site Data Table that references distinct numbers for each lot and all building (existing and proposed) that includes, if applicable <i>NEED SITE NO.</i>			
39	ZP	Explain in detail the proposed use(s) for each structure <i>FOR CONST. PLANS</i> Building is an office building including a back with drive thru banking with offices and parking garage		✓	
40	ZP	Total lot area less building footprint (by square feet):  Square footage of building:  Building height (stories and feet)  Number of Units per Acre (apartments only):		✓	
41	ZP	Parking required by use with applicable parking ratios indicated for each use:  Parking Provided Indicated:  Handicap parking as required per COWP ordinance and TAS/ADA requirements:		✓	
42	n/a	Provide service verification from all utility providers <i>WITH CONST. DRAWINGS</i>			
43	n/a	List any variance requested for this property, dates, and approving authority		N/A	
44	ZP	Provide storm water and drainage study and design		✓	
45	n/a	Proposed domestic water usage (gallons per day, month, and year)		N/A	
46	n/a	Are any irrigation wells proposed? <i>NONE</i>		N/A	
47	ZP	Applicant has received Landscaping Ordinance and requirements		✓	
48	n/a	Applicant must submit eight (8) hard copies, 18" x 24", and one (1) digital (.pdf) copy of the Site Plan for Board review		N/A	
49	n/a	Applicant must submit eight (8) hard copies, 18" x 24", and one (1) digital (.pdf) copy of all Annexations, Final Plans and/or other Site Plans for Board review <i>NEED PLAT APPROVED</i>			





# City of Willow Park Development Services Department

## Site Plan

### Building Official Review

#### Applicant Questions:

Front building setback: ~~15~~ 25' ft.  
Side building setback: ~~15~~ 10' / 25' ft.

Rear building setback: 10 ft.

Side building setback: 10 ft.

Does the site include any utility/electric/gas/water/sewer easements?

☒ Yes

☐ No

Does the site include any drainage easements?

☐ Yes

☒ No

Does the site include any roadway/through fare easements?

☐ Yes

☒ No

#### Staff Review: (for official use only)

Does the site plan include all the required designations?

☒ Yes

☐ No

Are the setbacks for the building sufficient?

☒ Yes

☐ No

Are there any easement conflicts?

☐ Yes

☒ No

Does the proposed project pose any planning concerns?

☐ Yes

☒ No

ADJUST BLDG. SETBACK

REFUSE ENCLOSURE & LOCATION

Approved

Not Approved

☒ Needs More Information or Corrections

Building Official Approval Signature:

BETTY L. CHEW

Date: 06/20/2019



# City of Willow Park Development Services Department

## Site Plan Landscaping Review

### Applicant Questions:

Total gross lot area of the development: 110,526 sq. ft.

Area of lot covered with structures and impervious surfaces: 84,856 sq. ft.

Percentage of lot covered with structures and impervious surfaces: 76.77 %

Area of green space/landscaped areas: 25,670 sq. ft.

Percentage of green space/landscaped areas: 23.23 %

Total number of parking spaces: 138

Does the site include any vegetative erosion or storm water control? Yes

No

### Staff Review: (for official use only)

Does the proposed project pose any landscaping concerns? Yes

No

Approved

Not Approved

Needs More Information or Corrections

Landscaping Approval Signature:

BETTY L. CHEW

Date: 06/20/2019





# City of Willow Park Development Services Department

## Site Plan Fire Review

### Applicant Questions:

Will the building have a fire alarm? ☒ Yes ☐ No

Will the building have a fire sprinkler/suppression system? ☒ Yes ☐ No

Is the building taller than two-stories? ☒ Yes ☐ No

If yes, how many stories? 3

Will the project require installation of a new fire hydrant? Yes ☒ No

If yes, how many fire hydrants? \_\_\_\_\_

What is the size of the proposed fire connections? TBD

### Staff Review: (for official use only)

Does the proposed project include the sufficient fire connections? Yes ☐ No ☐

Is the proposed project an adequate distance to a fire hydrant? Yes ☐ No ☐

Does the project have the minimum 24' hard surface? 26' ROAD ☒ Yes ☐ No

Is the fire lane appropriate? SEE ABOVE Yes ☐ No ☐

Does the site have the proper turning radius? NEEDS ABOVE Yes ☐ No ☐

Does the proposed project pose any safety concerns? Yes ☐ No ☐

SEE ADDITIONS AND CORRECTIONS ON  
STAFF REPORT

Does the proposed project require any additional fire services? Yes ☐ No ☐

NEED ADDITIONAL INFORMATION

Approved

Not Approved

☒ Needs More Information or Corrections

Fire Department Approval Signature:

MIKE LENOIR

Date:

06/18/2019



# City of Willow Park Development Services Department

## Site Plan Engineering Review

### Applicant Questions:

Total gross lot area of the development: 110,526 sq. ft.

Area of lot covered with structures and impervious surfaces: 84,856 sq. ft.

Total number of structures: 1 Total number of habitable structures: 1

Square footage of each building: 43,780 sq. ft. \_\_\_\_\_ sq. ft. \_\_\_\_\_ sq. ft.

Proposed use for each structure:

Building will be a three story office building with a bank and parking garage  
on the first floor and offices on the second and third floors.

Building stories: 3

Building height: 50' ft.

Total number of parking spaces: 138

Number of handicap spaces: 6

Does the site include any storm water retention or detention? Yes ☒ No

Does the project include any engineered alternatives from code requirements? Yes ☒ No

### Staff Review: (for official use only)

Does the proposed project pose any engineering concerns? Yes ☒ No

☒ Approved

☐ Not Approved

☐ Needs More Information or Corrections

Engineering Approval Signature: DEREK TURNER Date: 06/18/2019





## City of Willow Park Development Services Department

### Site Plan Flood Plain Review

#### Applicant Questions:

Is any part of the site plan in the 100-year flood plain? Yes ☒ No

If yes, what is the base flood elevation for the area? \_\_\_\_\_

Is any built improvement in the 100-year flood plain? Yes ☒ No

If yes, what is the base flood elevation for the area? \_\_\_\_\_

Is any habitable structure in the 100-year flood plain? Yes ☒ No

If yes, what is the base flood elevation for the area? N/A

If yes, what is the finished floor elevation for the habitable structure? N/A

If yes, please list any wet or dry flood proofing measures being used?

#### Staff Review: (for official use only)

Base flood elevations confirmed? Yes ☒ No

Will the project require a "post-grade" elevation certificate? Yes ☒ No

Flood proofing measures approved? N/A Yes No

Does the proposed project pose any safety concerns? Yes ☒ No

☒ Approved

☐ Not Approved

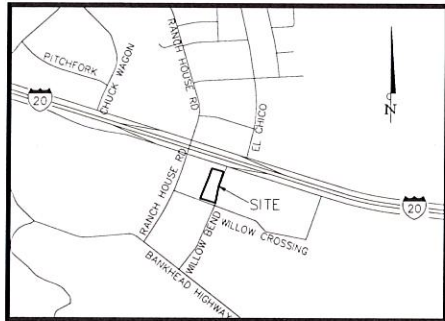
☐ Needs More Information or Corrections

Flood Plain Manager Approval Signature:

DEREK TURNER

Date:

04/18/2019



VICINITY MAP  
NOT TO SCALE  
WILLOW PARK, TEXAS

#### FLOODPLAIN NOTE

ACCORDING TO SURVEYOR'S INTERPRETATION OF INFORMATION SHOWN ON THE NATIONAL FLOOD INSURANCE PROGRAM (NFIP) "FLOOD INSURANCE RATE MAP" (FIRM), COMMUNITY PANEL NO. 48367C0425E, DATED SEPTEMBER 26, 2008. THE PROPERTY APPEARS TO LIE WITHIN ZONE "X" AND THE ENTIRE PROPERTY LIES WITHIN A "AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN" ZONE AS DEFINED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, FEDERAL INSURANCE ADMINISTRATION, OR THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

#### GRAPHIC SCALE



#### LEGEND

	FIRELANE
	SIDEWALK/FLATWORK 4" THICK UNLESS OTHERWISE NOTED
	ACCESSIBLE PARKING SPACE
	BARRIER FREE RAMP
	LONGITUDINAL BUTT JOINT

SITE DATA SUMMARY			
Zoning (Commercial)	Acres	Square Feet	
Lot Size	2.537	110,526	
First Floor Gross Area (Site Footprint)	0.337	14,661	
First Floor, Parking/Garage Area	0.147	6,414	
First Floor, Bank Area	0.125	5,441	
Second Floor Gross Area	0.334	14,560	
Second Floor Office Area (North)	0.133	5,808	
Second Floor Office Area (South)	0.116	5,063	
Third Floor Gross Area	0.334	14,560	
Third Floor Office Area (North)	0.130	5,667	
Third Floor Office Area (South)	0.101	4,390	
Total Building Area Proposed	1.005	43,781	
Total Building Area (Not Including Parking)	0.858	37,367	
Total Lot Coverage	0.337	14,661	13.26%
Total Impervious Cover	1.948	84,856	76.77%
Total Landscape Area	0.589	25,670	23.23%
Parking Calculations			
1st Floor			
Use - Bank (1 space per 200sf)		5,441	28
Use - Parking (NA)		-	-
2nd Floor			
Use - Office (1 space per 200sf)		10,871	55
3rd Floor			
Use - Office (1 space per 200sf)		10,057	51
Total Parking Required			134
Total Parking Provided			138

## SITE PLAN

### FIRST NATIONAL BANK

PORTION OF  
GENERAL WARRANTY DEED  
FIRST NATIONAL BANK OF WEATHERFORD  
VOLUME 2282, PAGE 595  
O.P.R.P.C.T.

WILLOW PARK, PARKER  
COUNTY, TEXAS

2 Lots

Date Prepared: June 2019

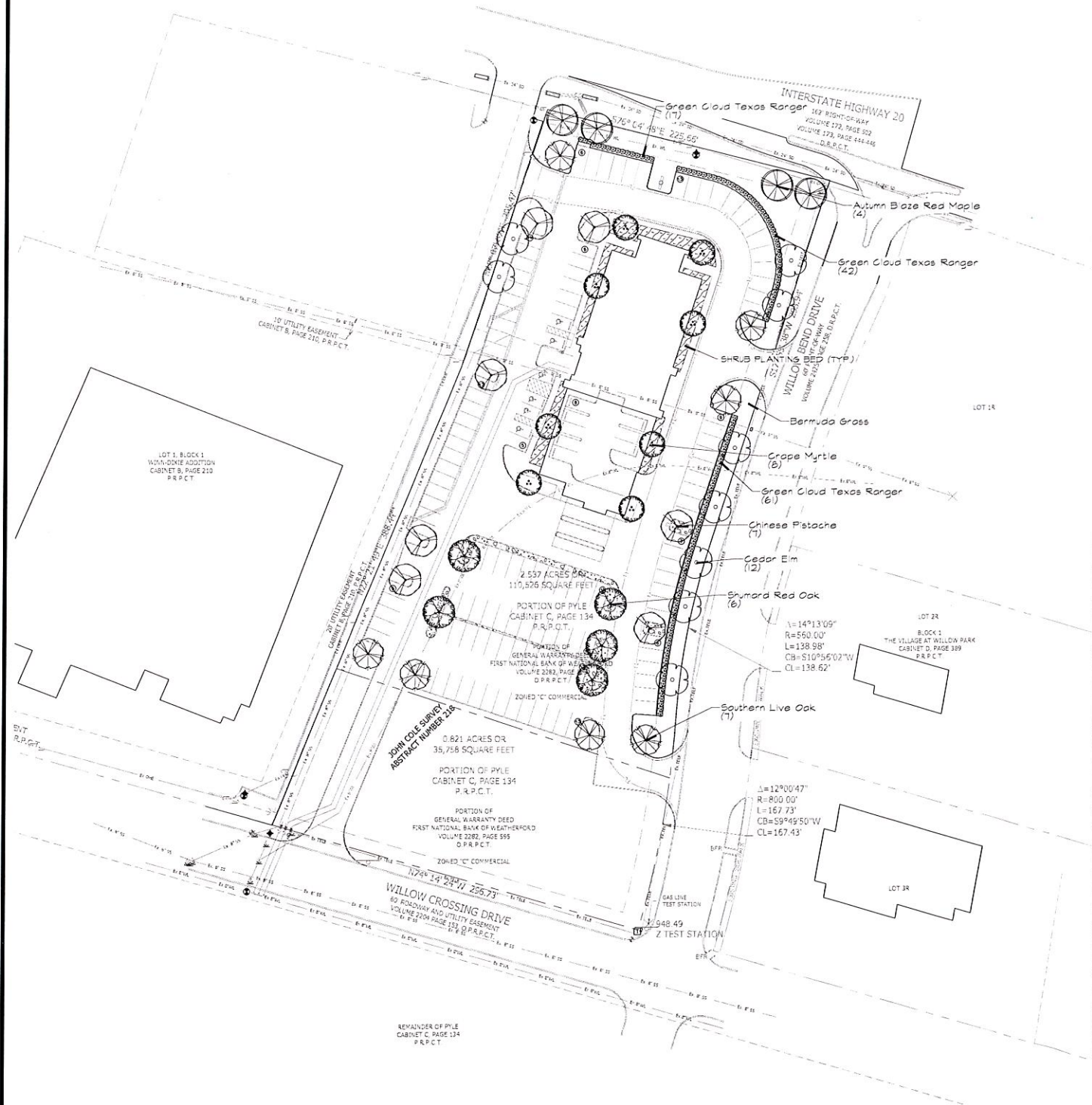
**BANNISTER**  
ENGINEERING  
240 North Mitchell Road | Mansfield, TX 76063 | 817.842.2094 | 817.842.2095 fax  
REGISTRATION # F-10599 (TEXAS)

CONTACT: Michael Martin, RLA

OWNER / DEVELOPER:  
ATTN: ZAN PRINCE  
FNB WEATHERFORD  
220 PALO PINTO STREET  
WEATHERFORD, TEXAS 76068  
(817) 842-2095  
zan@zanprince.com












File: B:\Clients\140 (Quorum Architects)\140-18-009 (First Nat Bank - Willow Park)\Civil\Sheet Set\L-1.0 LANDSCAPE PLAN.dwg | Date Plotted: 6/10/2019 4:36 PM | Plotted By: drew



#### LANDSCAPE TABULATIONS:

LOT AREA	110,926 SF
LANDSCAPE AREA REQUIRED 5% SITE	5,546 SF
LANDSCAPE AREA PROVIDED	28,109 SF
OPEN SPACE TREES REQUIRED 1/2 2,900 SF US AREA PROVIDED	12 TREES
SMALLER TREES REQUIRED 1 CALIBRE INCH / 10 LF HEIGHT PROVIDED	22 TREES
PARKING LOT TREES PROVIDED	24 TREES
PERMEABLE PAVING LANDSCAPE COUNTS 60% REQUIRED US AREA PROVIDED	20 TREES
PERMEABLE PAVING TREES REQUIRED 1/2 1/2 LF OF US REQ (4.5 LF)	2,762 SF
PERMEABLE PAVING TREES PROVIDED	2,872 SF
PERMEABLE PAVING CONVENTIONAL TREES REQUIRED 1/2 1/2 LF OF US REQ (4.5 LF)	8 TREES
PERMEABLE PAVING TREES PROVIDED	8 TREES
TOTAL TREES PROVIDED	202 TREES

#### PLANT SCHEDULE

TREES	QTY	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	NOTES
	4	Acer rubrum 'Autumn Blaze' / Autumn Blaze Red Maple	100 GAL	6"	12'-15'	Full, Matching, Symmetrical
	8	Lagerstroemia indica 'Tuscarora' / Crape Myrtle	30 GAL	3"	6'-8'	Full, Matching, Symmetrical
	7	Pistacia chinensis / Chinese Pistache	45 GAL	3"	10'-12'	Full, Matching, Symmetrical
	5	Quercus shumardii / Shumard Red Oak	45 GAL	3"	10'-12'	Full, Matching, Symmetrical
	7	Quercus virginiana / Southern Live Oak	45 GAL	3"	10'-12'	Full, Matching, Symmetrical
	9	Ulmus crassifolia / Cedar Elm	45 GAL	3"	10'-12'	Full, Matching, Symmetrical
SHRUBS	QTY	BOTANICAL / COMMON NAME	CONT	SIZE	SPACING	NOTES
	119	Leucophyllum frutescens 'Green Cloud' TM / Green Cloud Texas Ranger	3 GAL	24" HT	PER PLAN	Full, Matching, Symmetrical
SHRUB AREAS	QTY	BOTANICAL / COMMON NAME	CONT	HEIGHT	SPACING	NOTES
	63	SHRUB PLANTING BED (TYP) MINIMUM OF 63 SHRUBS	5 Gal	24" HT	36" O.C.	Full, Matching, Symmetrical
GROUND COVERS	QTY	BOTANICAL / COMMON NAME	NOTES			
	PER PLAN	Cynodon dactylon 'Tif 419' / Bermuda Grass	800			
	PER PLAN	River Rock	3'-6" Colorado river rock w/ permeable needed; stocked to grade			



Know what's below.  
Call before you dig.

(@ least 48 hours prior to digging)

INFORMATION ON THIS SHEET IS PERTINENT TO ALL OTHER DESIGN SHEETS IN THIS SET OF DRAWINGS. THE CONTRACTOR SHALL NOT SEPARATE DRAWINGS FROM THE SET FOR DISTRIBUTION TO SPECIFIC DISCIPLINES. EACH SUBCONTRACTOR SHALL BE PROVIDED WITH ALL SHEETS WITHIN THIS PLAN SET.

FIRST NATIONAL BANK

WILLOW PARK, TEXAS

LANDSCAPE PLAN

No. Date Revision Description

PROJECT NO.: 140-18-009

PRELIMINARY  
FOR REVIEW ONLY  
These documents are for  
Design Review and not  
intended for  
Construction, Bidding or  
Permit Purposes. They  
were prepared by, or  
under the supervision of:  
Drew J. Dubocq  
L.A.#3141  
06/10/2019

SHEET NUMBER

L-1.0

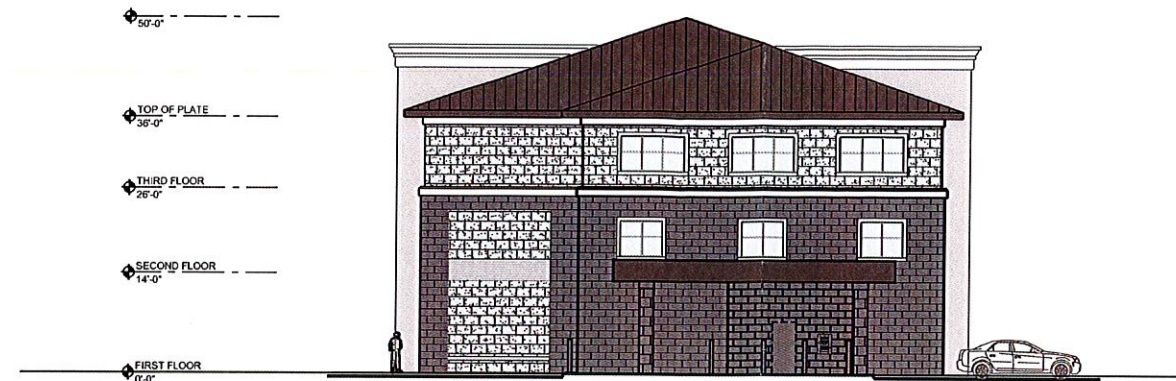








South Exterior Elevation



North Exterior Elevation



East Exterior Elevation

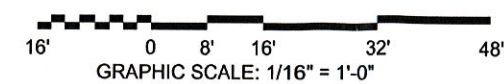


West Exterior Elevation

- EXTERIOR FINISH LEGEND:
- EXTERIOR CLADDING / TILE  
COLOR: DARK GRAY
  - EXTERIOR CLADDING / STONE MASONRY  
COLOR: LIGHT GRAY
  - EXTERIOR CLADDING / TILE  
COLOR: GRAY
  - METAL ROOF  
COLOR: DARK GRAY
  - CAST STONE TRIM  
COLOR: LIGHT GRAY

First National Bank  
Willow Park, TX

## Exterior Elevations



**QUORUM**  
SCALE: 1/16" = 1'-0"  
DATE: 06-04-2019