

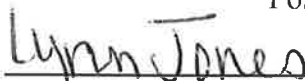


Town Of Double Oak
Planning And Zoning Commission Meeting Agenda
Double Oak Town Hall
February 15, 2023 7:00 PM

- Call to order
- Roll Call
- Establish a quorum
- Opening announcements and comments – a quorum of council members may be present at this meeting
- 2. Citizens Comments
- 3. Consideration and action on the minutes of May 25, 2022
- 4. Swearing in of Planning and Zoning Commission Members
- 5. Consideration and action on selection of a Chairperson for the Planning and Zoning Commission
- 6. Consideration and action on selection of a Vice Chairperson for the Planning and Zoning Commission
- 7. Public hearing on a request from Laura Anderson to replat 535 Kings Road into two lots.
 - i. Opening of public hearing
 - ii. Closing of public hearing
- 8. Consideration and action by the Planning and Zoning Commission on agenda item 7 for recommendation to the town council
- 9. Comments
- 10. Adjourn

As authorized by section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for the purpose of seeking confidential legal advice from the town attorney on any agenda item listed herein

Posted this 9th day of February 2023 at 4:00 p.m.



Lynn Jones, Assistant Town Secretary

PUBLIC PARTICIPATION If you wish to address the Planning and Zoning Commission, please sign the sign in sheet before the meeting begins. Citizens wishing to address the Planning and Zoning Commission for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may address the

Planning and Zoning Commission during the Citizen Comments portion of the meeting or when the item is considered by the Planning and Zoning Commission.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior meeting. Please contact the town secretary's office at 972.539.9464 or fax 972.539.9613 for additional information.

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Planning and Zoning Commission met at 7:00 p.m. May 25, 2022 at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Andrew Weaver	Chairman
Wayne Atkins	Vice Chair
Gary Goodman	Commission Member
Bonnie Morrow	Commission Member
Donna Gilliam	Commission Member
Laura Meilinger	Commission Member
Edward Mehlhaf	Alternate Commission Member

constituting a quorum. Commission member Kristin Harris and Alternate Commission Member Dan McCormick were absent. Assistant Town Secretary Lynn Jones were also present.

Chairman Weaver called the meeting to order at 7:00 p.m.

2) Citizens Comments

Jacqueline and Mark Howard, 5807 Pepperport Lane signed up to speak at their item.

3) Consideration and action on the minutes of November 10, 2021

Motion Gilliam, second Atkins to approve the November 10, 2021 minutes.

AYE: Morrow, Meilinger, Atkins, Weaver, Gilliam, Mehlhaff and Goodman

NAY: None

ABSTAIN: None

Motion Carried

4) Public hearing on a request from Jacqui and Mark Howard to change the zoning from Agriculture 1 to Agriculture 2 on land situated in the Town of Double Oak, Denton County, Texas being known and described as North Shiloh Addition, Block TR 3 (NE Corn) or 5807 Pepperport Lane.

The public hearing was opened at 7:02 pm

Jacqueline Howard stated that they were requesting being zoned AG2 because AG1 is a temporary zoning which probably happened when the property was annexed into Double Oak from Flower Mound. They would like to do some work on the house.

The public hearing was closed at 7:04 pm

5) Consideration and action by Planning and Zoning Commission on agenda item 4 for recommendation to the town council.

Weaver stated that what is on the property currently will be grandfathered into the AG2 zoning. Gilliam said that she wanted to make sure all of their existing barns and stables would be grandfathered in. Goodman stated that he spoke to the town attorney and that was correct it would all be grandfathered in.

Gilliam asked if any changes were going to be made to any outbuildings they would have to be brought up to the current codes in affect now. Assistant Town Secretary Lynn Jones stated that was correct.

Motion Mehlhaff to make a recommendation to the Town Council to approve the zoning change. Second Atkins.

AYE: Goodman, Atkins, Gilliam, Morrow, Mehlhaff, Weaver and Meilinger

NAY: None

ABSTAIN: None

Motion Carried

6) Comments

Gilliam asked if there was a way to rezone all properties that are currently zoned as AG1. Weaver asked if the Planning and Zoning Commission wanted to ask the Town Council if they would like the Commission to go back and look at the properties that were annexed in 1994 that were zoned currently AG1. Weaver asked if the Town could go to the properties that were annexed and were zoned AG1 and let them know that they may need to change the zoning on their property if they are thinking of doing a project. Assistant Town Secretary Lynn Jones said that she would speak to the Town Attorney.

7) Adjourn

With no further business to come before the Planning and Zoning Commission, the meeting was adjourned at 7:23 p.m.

Lynn Jones, Assistant Town Secretary

Andrew Weaver, P&Z Chairman



PLANNING AND ZONING MEETING
FEBRUARY 15, 2023

AGENDA ITEM: Public hearing on a request from Laura Anderson to replat 535 Kings Road into two lots.

Consideration and action by the Planning and Zoning Commission on agenda item 7 for recommendation to the town council.

STAFF CONTACT: Lynn

DESCRIPTION: Laura Anderson acting as the agent for Otto A. Reyes submitted an application for a replat at 535 Kings Road. The applicant is requesting the property be split into two parcels.

ATTACHMENTS: Application for replat
Authorized agent affidavit
Explanation letter
Map showing location of property
Final Plat for the Lindsay Addition
Approval letter from Town Engineer
Replat
Public hearing notice
Newspaper legal ad
Letters to property owners within 200 feet of replat property



TOWN OF DOUBLE OAK
 320 Waketon Road
 Double Oak, Texas 75077
 P: 972-539-9464 F: 972-539-9613
 permits@doubleoak.texas.gov

**Building Permit Application
 Plat Application**

PERMIT #

DATE: 11/4/2023

- Type of Application (check the appropriate box)
- Preliminary Plat
 - Final Plat
 - Minor Plat / Short Form Plat
 - Amended Plat
 - Replat
 - Plat Vacation

General Description of Request (complete the following)

Purpose of Site Plan Application: (Brief description; per "Items Required with Submittal" below, provide separate letter of explanation and justification for application)

TO CREATE TWO PLATS FROM A PLATTED LOT

Subject Property Information: (complete the following)

535 KINGS RD

(General location, street address if known; if not known, provide name of street fronting property and name and distance to nearest cross street)

LINDSAY ADD

(Subdivision Name)

1

(Lot #)

A

(Block #)

3.0

(Area of Property: (gross acreage to nearest one-tenth of an acre))

AG2

(Existing Zoning)

RANCH ESTATE (RE)

(Proposed Zoning)

3.0

(Area of Property, gross acreage to nearest one-tenth of an acre)

Items Required with Submittal: (check the appropriate boxes to indicate items submitted with application)

- Plat Application (1 completed original - signed and notarized)
- Plat (4 copies - 24" x 36" plus electronic file of plat in PDF format)
- Application Fee (plat fee + engineer fees; see fee schedule)
- Explanation Letter (1 original - description and justification for application)
- Plat Checklist (required for all plat applications except plat vacation; 1 completed original)
- Preliminary Engineering Design Plans (required for preliminary plat only; plans shall show preliminary water, wastewater, street, and drainage design; 3 bound sets, 24" x 36" plus electronic file of plans in PDF format)
- Engineering Construction Plans (required for final for final plat; contact staff to see if required for other plats; plans shall show fully-engineered water, wastewater, street, and drainage design; drainage design shall include hydraulic computations/calculations/studies; 3 bound sets of plans & studies plus electronic files of plans & studies in PDF format; plan size shall be 24" x 36", hydraulic computations/calculations/studies may be 8-1/2" x 11" or 11" x 17")
- Other Supporting Documents or Materials (optional)

P2 2/15/23 Tp
 Council 2/21/23 Tp



TOWN OF DOUBLE OAK
 320 Waketon Road
 Double Oak, Texas 75077
 P: 972-539-9464 F: 972-539-9613
 permits@doubleoak.texas.gov

Building Permit Application
 Plat Application

PERMIT #

DATE: 1/4/2023

Property Owner & Authorization (sign and notarize)

Check one of the following and complete:

I will represent the project myself;

I hereby designate: LAURA ANDERSON to act in the capacity as my agent

(printed name of project representative)
 for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues relative to this request.

I hereby certify that I am the record owner of the property referenced in this application and further certify that the information provided on this application is true and correct.

[Signature]

(Property Owner's Signature)

1/4/2023

(Date)

State of Texas

County of Dallas

BEFORE ME, a Notary Public, on this day personally appeared

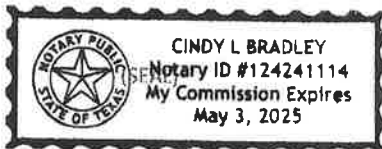
Otto A. Reyes

(printed property owner's name)

the above signed, who,

under oath, state the following: "I hereby certify that I am the record owner of the property owner referenced in this application and further certify that all information submitted herein is true and correct."

Sworn to and subscribed before me on this 4th day of January, A.D., 2023.



Cindy L. Bradley

(Notary Public, State of Texas)

Cindy L. Bradley

(Notary's Printed Name)

May 3, 2025

(Notary Commission Expires)

Project Representative (if owner designates agent, check appropriate box and complete)

Purchaser Tenant Architect Engineer Surveyor Other (specify): CONTRACTOR

LAURA ANDERSON

(Company Name)

LAURA@AMBINIC.VERIZON.NET

(Email)

233 REDWOOD Dr.

(Physical Address)

COPELL

(City)

TX

(State)

75019

(Zip Code)

233 REDWOOD Dr.

(Mailing Address)

COPELL

(City)

TX

(State)

75019

(Zip Code)

LAURA ANDERSON

(Contact Name)

469 360 4814

(Phone)

(Fax)

Related information

- For platting information & requirements please visit our website for town ordinances under Chapter 10 Subdivision Regulations.
- For site plan information & requirements please visit our website for town ordinances under Chapter 3, Article 3.17 Site Plans

January 4th, 2023

Otto Reyes

535 Kings Rd

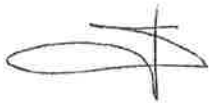
Double Oak, Tx

Re: 535 Kings Rd. - Explanation letter – Plat Application

To whom it may concern:

Currently it is a 3-acre plat lot. I want to partition 1 acre lot of the current 3-acre lot to sale separately.

Thank you,

A handwritten signature in black ink, appearing to be 'Otto Reyes', with a stylized flourish at the end.

Otto Reyes



Property ID: 162130

[View Detailed Property Information](#)

[View Plat](#)

Property Information

Legal Description: LINDSAY ADDN BLK 7
1 ACRES 3.0

Property Location

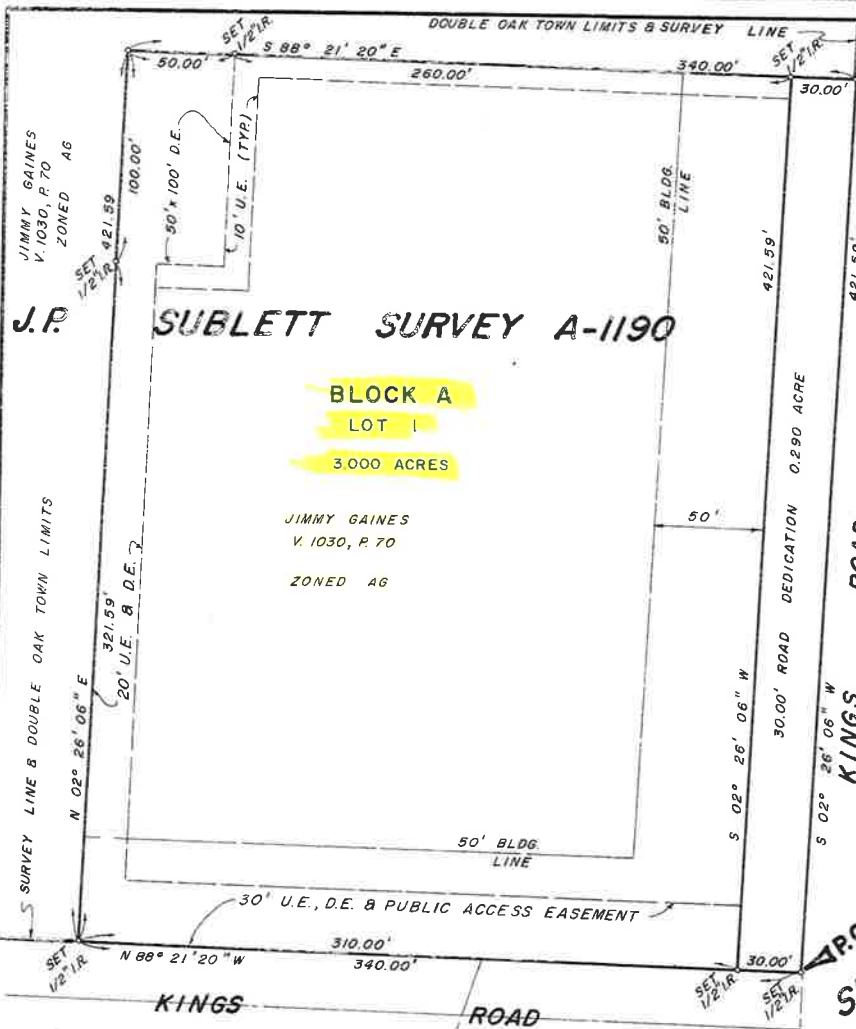
535 KINGS RD
DOUBLE OAK, TX 75077-3028

Ownership Information

REYES, OTTO
656 TIMBERCREST CIR
LEWISVILLE, TX 75077-6409

[Zoom to](#)





1302.58' TO S.E.C. LOT 1, BLOCK 13
CROSS TIMBERS ESTATES, THIRD
SECTION VOL. 9, PG. 7 P.R.D.C.T.

APPROVED BY: Howard S. Rodriguez
Chairman of Planning Commission

ATTESTED BY: Patricia Chapman
Secretary

APPROVED BY: James P. Houtzel
Mayor of the Town of Double Oak

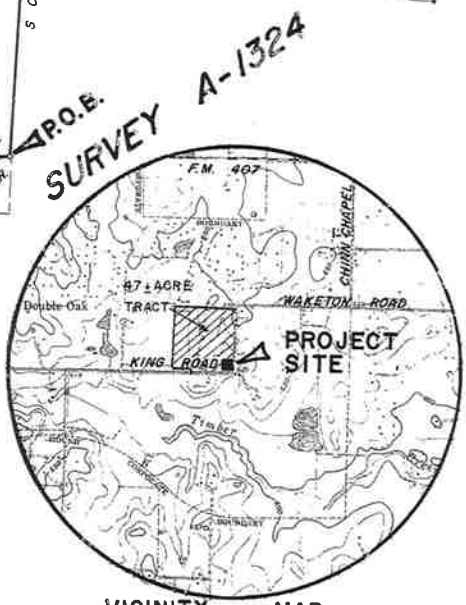
OWNER/DEVELOPER:
Scott K. Lindsay and wife, Robin A. Lindsay
6007 Pepperport Lane
Flower Mound, Texas 75028
(817) 491-1537

SURVEYOR
Landmark Surveyors, Inc.
207 West Hickory Street
Denton, Texas 76201
(817) 382-4016

FIRST AMERICAN CAPITAL CORP.
V. 1592, P. 149
ZONED AG



TOWN OF FLOWER MOUND



VICINITY MAP
SCALE 1" = 2000'

OWNER'S CERTIFICATE AND DEDICATION

STATE OF TEXAS
COUNTY OF DENTON: WHEREAS Scott K. Lindsay and Robin A. Lindsay as the owners of that certain lot, tract or parcel of land situated in the J.P. Sublett Survey, Abstract Number 1190, in the Town of Double Oak, Denton County, Texas, being a part of that certain tract of land conveyed by deed from John E. Hayes and wife, Mary L. Hayes, to Jimmy F. Gaines and wife, Ursula L. Gaines, recorded in Volume 1030, Page 70, Deed Records, Denton County, Texas, and being more particularly described as follows:

BEGINNING at an iron rod set for corner at an angle in King Road, a public roadway, said point being the southeast corner of said Gaines tract and the southeast corner of said Sublett Survey;

THENCE N 88° 21' 20" W, 340.00 feet with the north line of said King Road and with the south line of said Gaines tract and with the south line of said Survey to an iron rod set for corner;

THENCE N 02° 26' 06" E, 421.59 feet to a point for corner;

THENCE S 88° 21' 20" E, 340.00 feet to an iron rod set for corner in said King Road and in the east line of said Gaines tract, and in the east line of said Survey;

THENCE S 02° 26' 06" W, 421.59 feet with said King Road and with said east line of said Gaines tract and with said east line of said Survey to the PLACE OF BEGINNING and containing 3.290 acres of land, of which 0.290 acre is hereby dedicated for public roadway.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS that we, Scott K. Lindsay and Robin A. Lindsay, do hereby adopt this plat designating the hereinabove tract as LINDSAY ADDITION, an addition to the Town of Double Oak, Denton County, Texas, and do hereby dedicate to the public use forever the streets and easements for the purpose and consideration expressed hereon.

Scott K. Lindsay
Scott K. Lindsay

Robin A. Lindsay
Robin A. Lindsay

BEFORE ME, the undersigned Notary Public in and for said State on this day personally appeared Scott K. Lindsay and Robin A. Lindsay, known to me to be the persons whose names are subscribed to the following instrument, and acknowledged to me that they executed the same for the purpose and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 21st day of March, 1991.

Patricia Chapman
NOTARY PUBLIC
STATE OF TEXAS



FINAL PLAT
LINDSAY ADDITION
3.290 ACRES

IN THE
J.P. SUBLETT SURVEY A-1190
TOWN OF DOUBLE OAK
DENTON COUNTY, TEXAS

LANDMARK
SURVEYORS, INC.

207 W. HICKORY STREET
DENTON, TEXAS 76201
(817) 382-4016

DRAWN BY: J.D.Y. SCALE: 1" = 40' DATE: 17 OCTOBER, 1990 JOB NO: 901909

D. DRURY
V. 1224, P. 643 ZONED SF-3

The plat hereon is a true and accurate representation of the property as determined by survey made on the ground, the lines and dimensions of said property being as indicated on the Plat. The size, location and type of buildings within the boundaries of the property lines, except as shown, setback from the property lines is as shown, and the distance from the nearest street or road is as shown on the Plat. There are no visible encroachments, visible protrusions or apparent easements, except as shown on the Plat.

I further certify that no portion of subject property lies within a special Flood hazard area according to the FLOOD INSURANCE RATE MAP for the Town of Double Oak, Texas, Community No. 481516, Panel 0005 C.
(Dated March 4, 1987.)

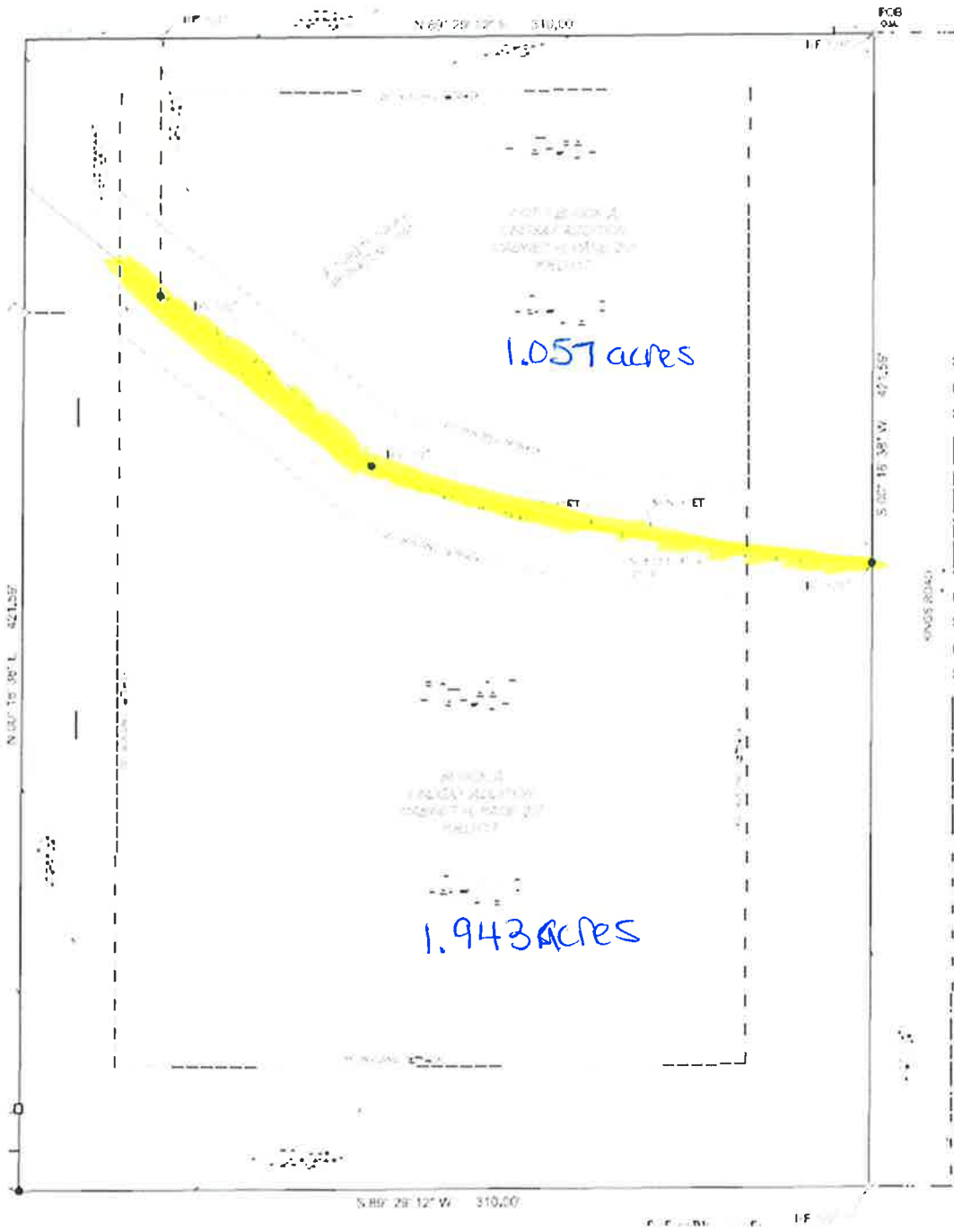
Jerald D. Yensan
PROFESSIONAL LAND SURVEYOR
STATE OF TEXAS

J. WATKINS

PRO.E.
SURVEY A-1324

FILED FOR RECORD
31 APR 4 10:17
COUNTY CLERK, DENTON COUNTY, TEXAS

015685
Case No. 89-317



535 KINGS ROAD



February 6, 2023
AVO 037946.3

Ms. Eileen Kennedy
Town of Double Oak
320 Waketon Road
Double Oak, TX 75077

**RE: 535 Kings Road Replat of Lot 1 Block A
2nd Review**

Dear Ms. Kennedy:

Halff Associates, Inc. was requested by the Town of Double Oak to provide a first review of the RePlat for 535 Kings Road. The intention of this re-plat is to subdivide the property with the intent to sell a tract. The RePlat was prepared by ARA Surveying and has a time stamp of January 24, 2023.

We have reviewed the replat to subdivide a single lot into two ranch Estate lots. We find it meets the requirements for a Replat as defined in the Town Ordinances and have no additional comments.

Please let me know if you have any questions.

Sincerely,

HALFF ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "S.D. Templer", is written over a faint, illegible typed name.

Steven D. Templer, PE
Senior Project Manager

C: Lynn Jones – Assistant Town Secretary
Attachments: N/A

NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the Town of Double Oak, Texas, will hold a public hearing at 7:00 P.M., on Wednesday the 15th day of February, 2023, upon a request from Laura Anderson to replat into two lots, 535 Kings Road, Kings Corner Estates.

The Town Council of the Town of Double Oak, Texas, will hold a public hearing at 7:00 P.M., on Tuesday the 21th day of February, 2023 to consider and act on the request and recommendation from the Planning and Zoning Commission.

Both public hearings will be held at the Double Oak Town Hall at 320 Waketon Road, Double Oak, Texas. All interested persons are invited to attend and participate.

Lynn Jones
Assistant Town Secretary
Town of Double Oak

DENTON RECORD-CHRONICLE
P.O. BOX 369
DENTON TX 76202
(940)566-6800

ORDER CONFIRMATION (CONTINUED)

Salesperson: Legals Denton

Printed at 01/23/23 15:11 by plaga-dm

Acct #: 18211

Ad #: 50266

Status: New WHOLD WHOI

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Lynn Jones
Assistant Town Secretary
Town of Double Oak

drc 01/26/2023



TOWN OF DOUBLE OAK

320 Waketon Road
Double Oak, Texas 75077
972.539.9464

January 25, 2023

Gregory Corley
307 Highland Court
Double Oak, TX 75077

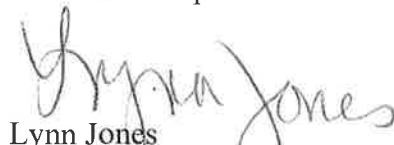
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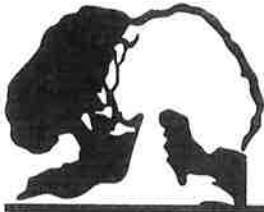
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All interested parties are encouraged to attend.


Lynn Jones
Assistant Town Secretary



TOWN OF DOUBLE OAK

320 Waketon Road
Double Oak, Texas 75077
972.539.9464

January 25, 2023

Carl Griffin
537 Kings Road
Double Oak, TX 75077

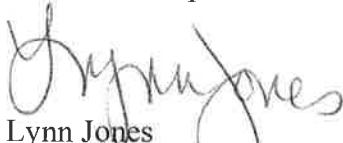
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Lynn Jones
Assistant Town Secretary



TOWN OF DOUBLE OAK

320 Waketon Road
Double Oak, Texas 75077
972.539.9464

January 25, 2023

Kevin Andrews
539 Kings Road
Double Oak, TX 75077

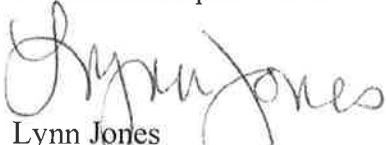
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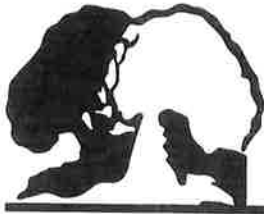
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All interested parties are encouraged to attend.


Lynn Jones
Assistant Town Secretary



TOWN OF DOUBLE OAK

320 Waketon Road
Double Oak, Texas 75077
972.539.9464

January 25, 2023

Tracey Donels
533 Kings Road
Double Oak, TX 75077

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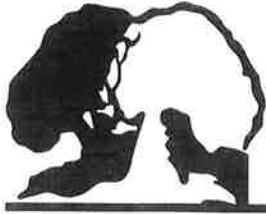
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Lynn Jones
Assistant Town Secretary



TOWN OF DOUBLE OAK

320 Waketon Road
Double Oak, Texas 75077
972.539.9464

January 25, 2023

Otto Reyes
656 Timbercrest Circle
Lewisville, TX 75077

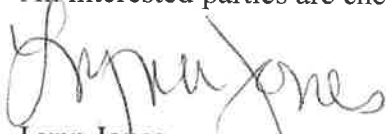
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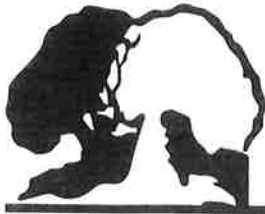
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Lynn Jones
Assistant Town Secretary



TOWN OF DOUBLE OAK

320 Waketon Road
Double Oak, Texas 75077
972.539.9464

January 25, 2023

Roberts Tyson
531 Kings Road
Double Oak, TX 75077

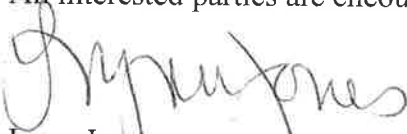
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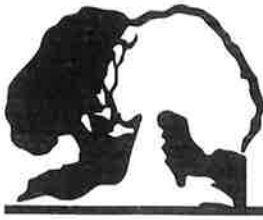
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Lynn Jones
Assistant Town Secretary



TOWN OF DOUBLE OAK

320 Waketon Road
Double Oak, Texas 75077
972.539.9464

January 25, 2023

Timothy Dement
309 Highland Court
Double Oak, TX 75077

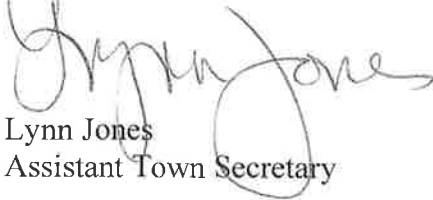
The Planning and Zoning Commission of the Town of Double Oak, Texas, will hold a public hearing at 7:00 p.m., on Wednesday the 15th day of February, 2023, upon a request from Laura Anderson to replat 535 Kings Road, Kings Corner Estates into two lots.

The Town Council of the Town of Double Oak, Texas, will hold a public hearing at 7:00 p.m., on Tuesday the 21st day of February, 2023 to consider and act on the request and recommendation from the Planning and Zoning Commission.

Both public hearings will be held at Town Hall at 320 Waketon Road, Double Oak, Texas.

Should you have any questions, please call (972) 539-9464.

All interested parties are encouraged to attend.



Lynn Jones
Assistant Town Secretary