



## *Memorandum*

### *March 14, 2024*

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TO: Planning and Zoning Commission  
Julie Couch, Town Manager

FROM: Israel Roberts, AICP  
Planning Manager

SUBJECT: **MINOR FINAL PLAT FOR THE JARVIS ESTATE ADDITION**

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**BACKGROUND:** This is a request for approval of a Minor Final Plan of the Jarvis Estate Addition. The 5.4-acre site is located at the terminus of Sharon Road and is zoned for the (RE-3) Three-acre Ranch Estate District. Applicant: Hailey Mangum with Roome Land Surveying representing owners Brian and Janna Jarvis.

**STATUS OF ISSUE:** The final plat reflects the development of one (1) single-family residential lot on a 5.4-acre tract of land. The proposed development will create a new cul-de-sac terminus of Sharon Road, meeting Town required design standards for street design and emergency response accessibility.

The Subdivision Ordinance considers new residential developments with four (4) or less lots, as minor plats. Minor plats can forgo the Preliminary Plat step of the typical development process and proceed directly to Final Plat consideration.

In the State of Texas, the plat application process is a ministerial process, meaning that if the plat application conforms to the zoning for the subject property, as well as the subdivision and development regulations, the municipal government must approve the plat.

#### *Parks, Open Space and Trails*

The previous Comprehensive Subdivision Ordinance (CSO) requires the dedication of parkland based on the number of proposed lots within the subdivision. The CSO also allows for a payment of cash-in-lieu of land dedication when appropriate. As presented, the 1-lot single-family subdivision would require approximately 1,303-square feet of land (0.025-acres) to be dedicated to the Town for park purposes, or a cash-in-lieu fee of approximately \$2,992. Since the

Comprehensive Plan recommends that neighborhood parks be a minimum of 5-acres size, and that this development would require a minimal amount of land to dedicate for park purposes in comparison, staff recommends that the cash-in-lieu payment be provided.

Drainage

The drainage on this property currently receives water in both sheet flow and concentrated flows from the South. The sheet flow will continue to be routed across the development and the concentrated flows will be routed under Sharon Rd via newly installed culverts. The runoff enters Heard Museum property into a heavily wooded forested area within the Wilson Creek floodplain

**STAFF RECOMMENDATION:** Staff recommends **APPROVAL** as presented.

**BUDGET:** N/A

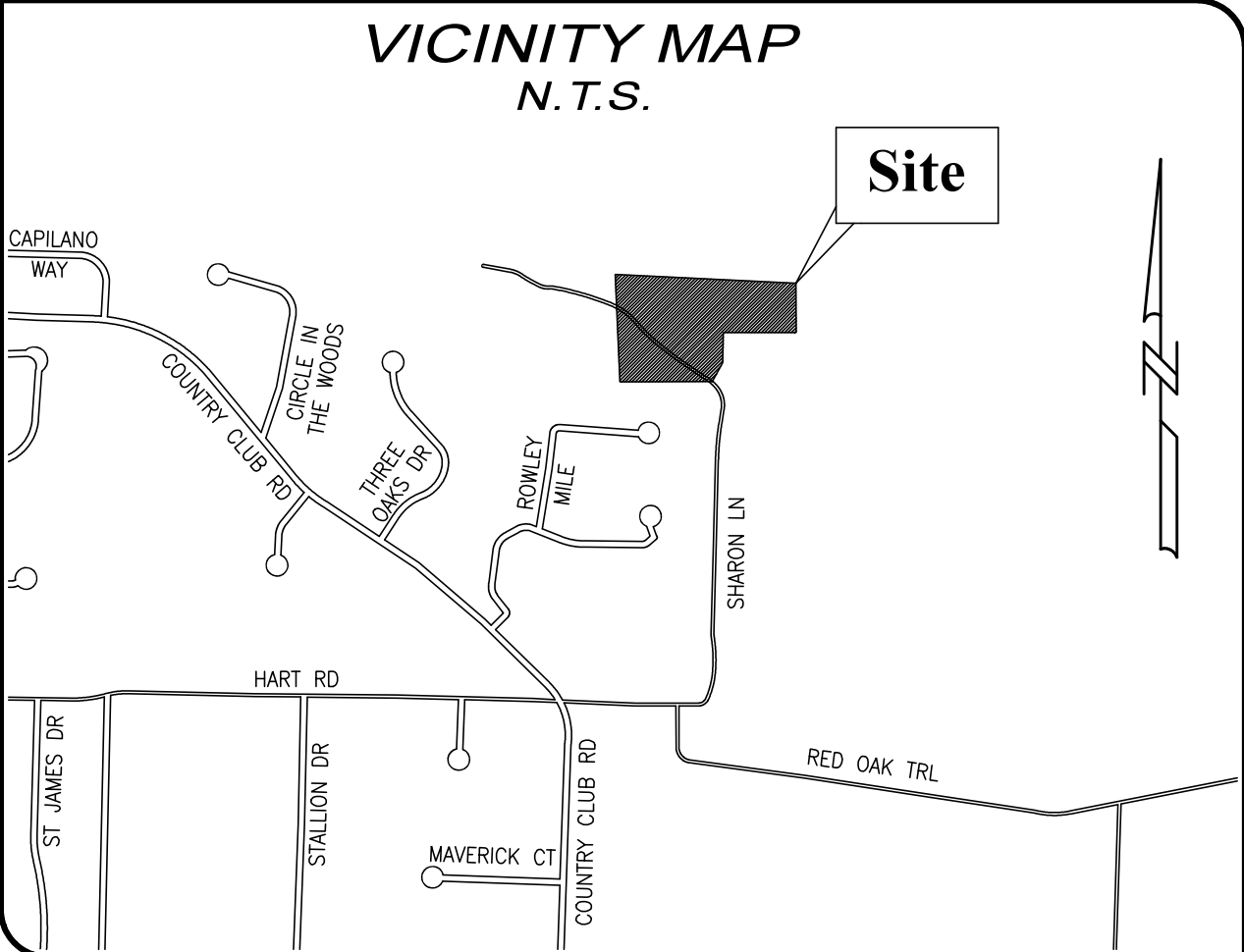
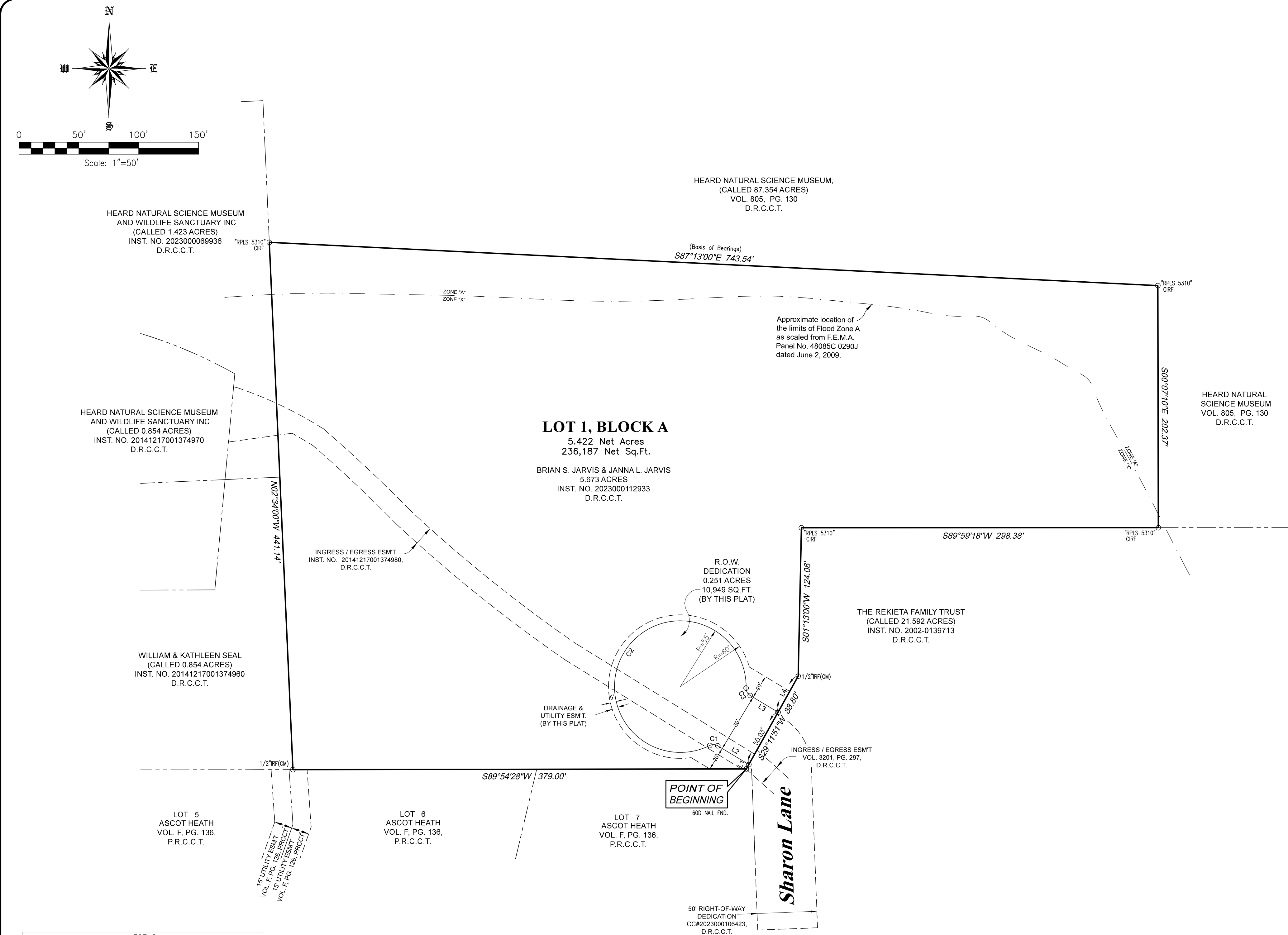
**ATTACHMENTS:**

- Locator
- Exhibits









- NOTES**
- A part of the subject property is shown to lie within a Special Flood Hazard Area inundated by 100-year flood per Map No. 48085C0290J of the F.E.M.A. Flood Insurance Rate Maps for Collin County, Texas and Incorporated Areas, dated June 2, 2009 (Zone A);
  - Basis of Bearings per Deed as recorded under Inst. No. 2023000112933 of the Deed Records of Collin County, Texas.
  - This plat has been performed without the benefit of a title commitment. There may be easements, or other matters, not shown.
  - Selling off a portion of this addition by metes and bounds description without a replat being approved by the Town of Fairview is a violation of town ordinance and state law and is subject to fines and withholding of utilities and building permits.

LINE TABLE FOR R.O.W. DEDICATION

| LINE | BEARING     | DISTANCE |
|------|-------------|----------|
| L1   | N29°11'51"E | 4.22     |
| L2   | N58°55'35"W | 30.29    |
| L3   | S58°55'35"E | 27.22    |
| L4   | N29°11'51"E | 34.55    |

CURVE TABLE FOR R.O.W. DEDICATION

| CURVE | RADIUS | ARC LENGTH | CHORD LENGTH | CHORD BEARING | DELTA ANGLE |
|-------|--------|------------|--------------|---------------|-------------|
| C1    | 7.00   | 7.04       | 6.75         | N87°44'37"W   | 57°38'05"   |
| C2    | 55.00  | 285.30     | 56.79        | N32°21'28"E   | 287°50'12"  |
| C3    | 7.00   | 7.36       | 7.02         | S28°49'51"E   | 88°12'07"   |

**DEDICATION STATEMENT**

STATE OF TEXAS §  
COUNTY OF COLLIN §

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS;

That **Brian S. Jarvis and Janna L. Jarvis**, acting herein by and through its duly-authorized officers, do hereby adopt this plat designating the herein above-described property as **Jarvis Estate Lot 1, Block A**, an addition to the Town of Fairview, Texas, and does hereby dedicate, in fee simple, to the public use forever, the streets, alleys, and public use areas shown hereon and does hereby dedicate the easements shown on the plat for the purposes indicated to the public use forever, said dedications being free and clear of all liens and encumbrances, except as shown herein.

No buildings, fences, trees, shrubs, or other improvements shall be constructed or placed upon, over, or across the right-of-ways or easements on said plat without Town of Fairview permission. 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 a particular utility or utilities, said use by public utilities being subordinate to the public's and Town of Fairview's use thereof.

The Town of Fairview and any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective system on any of these easements. The Town of Fairview or any public utility shall at all times have the right of ingress and egress to and from and upon any of said easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, and adding to or removing all or part of its respective system without the necessity at any time of procuring the permission of anyone.

**Brian S. Jarvis and Janna L. Jarvis**, does hereby bind itself, its successors and assigns to forever warrant and defend, all and singular, the above-described streets, alleys, easements and rights unto the public, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the Town of Fairview.

WITNESS MY HAND THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

Brian S. Jarvis (Owner) Janna L. Jarvis (Owner)

**ACKNOWLEDGEMENT**

STATE OF TEXAS §  
COUNTY OF COLLIN §

BEFORE ME, the undersigned authority, on this day personally appeared **Brian S. Jarvis**, known to me to be the person whose name is subscribed to the foregoing instrument, who acknowledged to me that the same was executed for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the \_\_\_\_ day of \_\_\_\_\_, 2024.

Notary Public in and for  
The State of Texas

STATE OF TEXAS §  
COUNTY OF COLLIN §

BEFORE ME, the undersigned authority, on this day personally appeared **Janna L. Jarvis**, known to me to be the person whose name is subscribed to the foregoing instrument, who acknowledged to me that the same was executed for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the \_\_\_\_ day of \_\_\_\_\_, 2024.

Notary Public in and for  
The State of Texas

**APPROVAL CERTIFICATE**

APPROVED \_\_\_\_\_, 2024.  
Planning & Zoning Commission

By: \_\_\_\_\_  
Chairperson, Planning and Zoning Commission  
Town of Fairview, Texas

APPROVED \_\_\_\_\_, 2024.  
Town Council, Town of Fairview, Texas

By: \_\_\_\_\_  
Mayor, Town of Fairview, Texas

The undersigned, the Town Secretary of the Town of Fairview, Texas, hereby certifies that the foregoing plat of **Jarvis Estate Lot 1, Block A**, was submitted to the Town Council on the \_\_\_\_ day of \_\_\_\_\_, 202\_\_, and the Council, by formal action, then and there approved the plat and authorized the Mayor to note such approval by signing his/her name as hereinabove subscribed to which I hereby attest.

Witness my hand this the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Town Secretary  
Town of Fairview, Texas

**OWNER'S CERTIFICATE**

STATE OF TEXAS §  
COUNTY OF COLLIN §

WHEREAS Brian S. Jarvis and Janna L. Jarvis are the owners of a tract of land situated in the State of Texas, County of Collin and Town of Fairview, being a part of the F.T. Daffau Survey, Abstract No. 287, being all of a called 5.673 acre tract of land as recorded under Instrument No. 2023000112933 of the Deed Records of Collin County, Texas, with said premises being more particularly described as follows:

BEGINNING at a 600 nail found in the north line of Lot 7 of Ascot Heath as recorded in Volume F, Page 136 of the Plat Records of Collin County, Texas, marking an exterior corner of a called 21.592 acre tract of land as recorded under Instrument No. 2002-0139713 of the Deed Records of Collin County, Texas, the westerly most southwest corner of a 50' right-of-way dedication for Sharon Lane as recorded under Instrument No. 2023000106423 of the Deed Records of Collin County, Texas, the southerly most southeast corner of said 5.673 acre tract and the herein described premises;

THENCE with the north line of Lot 7 and the north line of Lot 6 of said Ascot Heath and the south line of said 5.673 acre tract, South 89°54'28" West, 379.00 feet to a 1/2" iron rod found marking the southeast corner of a called 0.854 acre tract of land as recorded under Instrument No. 20141217001374960 of the Deed Records of Collin County, Texas, the southwest corner of said 5.673 acre tract and said premises;

THENCE with the east line of said 0.854 acre tract, the east line of a called 1.423 acre tract of land as recorded under Instrument No. 2023000069936 of the Deed Records of Collin County, Texas, and the west line of said 5.673 acre tract, North 02°34'00" West, 441.14 feet to a "RPLS 5310" capped iron rod found marking a southwest corner of a called 87.354 acre tract of land as recorded in Volume 805, Page 130 of the Deed Records of Collin County, Texas, the northwest corner of said 5.673 acre tract and said premises;

THENCE with a south line of said 87.354 acre tract and the north line of said 5.673 acre tract, South 87°13'00" East (Basis of Bearings), 743.54 feet to a "RPLS 5310" capped iron rod found marking an interior corner of said 87.354 acre tract, the northeast corner of said 5.673 acre tract and said premises;

THENCE with a west line of said 87.354 acre tract and an east line of said 5.673 acre tract, South 00°07'10" East, 202.37 feet to a "RPLS 5310" capped iron rod found in the north line of the aforementioned 21.592 acre tract, marking the easterly most southeast corner of said 5.673 acre tract and said premises;

THENCE with the north line of said 21.592 acre tract and a south line of said 5.673 acre tract, South 89°59'18" West, 298.38 feet to a "RPLS 5310" capped iron rod found marking the northwest corner of said 21.592 acre tract, an interior corner of said 5.673 acre tract and said premises;

THENCE with the west line of said 21.592 acre tract and an east line of said 5.673 acre tract as follows: South 01°13'00" West, 124.06 feet to a 1/2" iron rod found for an angle break; South 29°11'51" West, 88.80 feet to the place of beginning and containing 5.673 gross acres of land, of which 0.251 acres is dedicated for Right-of-Way for Sharon Lane, leaving 5.422 net acres of land.

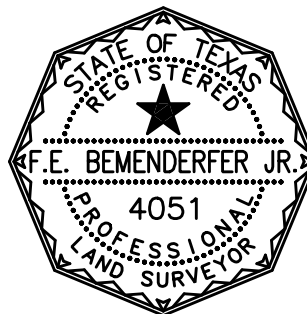
**SURVEYOR'S CERTIFICATE**

STATE OF TEXAS §  
COUNTY OF COLLIN §

THAT I, F. E. Bemenderfer Jr., a Registered Professional Land Surveyor in the State of Texas, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown thereon were properly placed, under my personal supervision, in accordance with the subdivision regulations of the Town of Fairview, Texas.

**NOT FOR RECORDING**

F.E. Bemenderfer Jr.  
Registered Professional Land  
Surveyor No. 4051



**ACKNOWLEDGMENT**

STATE OF TEXAS §  
COUNTY OF COLLIN §

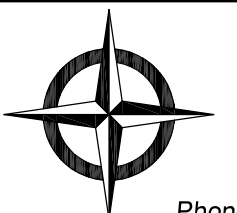
BEFORE ME, the undersigned authority, on this day personally appeared F. E. Bemenderfer Jr., known to me to be the person whose name is subscribed to the foregoing instrument, who acknowledged to me that the same was executed for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Notary Public in and for  
The State of Texas

**Minor Final Plat  
Jarvis Estate  
Lot 1, Block A  
5.673 Gross Acres  
5.422 Net Acres  
F.T. Daffau Survey, Abstract No. 287  
Town of Fairview, Collin County, Texas  
February 2024**

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**Roome  
Land Surveying**

2000 Avenue G, Suite 810  
Plano, Texas 75074  
Phone (972) 423-4372 / Fax (972) 423-7523  
www.roomesurveying.com / Firm No. 10013100

Submital: February 14, 2024  
Revised: February 28, 2024

Owner: Brian S. Jarvis & Janna L. Jarvis  
701 Cimarron Ct  
Argyle, Tx 76226  
(469) 423-6548  
Brian Jarvis  
bjarvis@andrewslogistics.com

Surveyor:  
Roome Land Surveying  
2000 Ave G, Suite 810  
Plano, Tx 75074  
(972) 423-4372  
Attn: Fred Bemenderfer  
fredb@roomeinc.com