

AGENDA

TOWN OF FLOWER MOUND TRANSPORTATION COMMISSION MEETING

03/08/2022

FLOWER MOUND TOWN HALL, 2121 CROSS TIMBERS ROAD
FLOWER MOUND, TEXAS

6:30 P.M.

An agenda information packet is available online at <http://www.flower-mound.com/AgendaCenter>

Please silence or turn off all electronic devices in Jody Smith Hall

A. CALL REGULAR MEETING TO ORDER

B. PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENT

To speak to the Commission during public comment, please fill out a comment form.

- Speakers are limited to 3 minutes, however this can be adjusted by the Chair
- Please state your name and address when speaking

The purpose of this item is to allow the public an opportunity to address the Commission on issues that are not the subject on this agenda. Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972-874-6000 during business hours.

D. TRAFFIC MANAGER REPORT

- Preparing for Emerging Transportation Technologies
- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Future Transportation Commission meeting dates
 - April 12, 2022
- Joint Work Session
 - Parks Board meeting – April 7, 2022 (6:30 PM)
- Future agenda items
 - NTMP training

E. CONSENT ITEMS

This part of the agenda consists of non-controversial or "housekeeping" items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

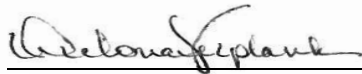
1. Minutes 01/11- Consider approval of the minutes from a regular meeting of the Transportation Commission held on January 11, 2022.

F. REGULAR ITEMS

2. Consider a recommendation for a proposed street name change for the Section of Roadway known as Boat Ramp on the eastern end of Lake Ridge Road to Lake Ridge Drive to the Town Council.
3. Consider a recommendation for a proposed street name change for Bridgewater Avenue to Williamson Avenue for the 200 - 300 block to the Town Council.

G. ADJOURNMENT

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was also posted on the Town's website in accordance with GC Section 551.056 on the following date and time: March 4, 2022 at 2:20 PM, at least 72 hours prior to the scheduled time of said meeting.



Delona Verplank, Executive Assistant

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodations or interpretive services must be made at least 48 hours prior to this meeting by contacting Delona Verplank at 972-874-6402.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 1

CONSENT ITEM

DATE: March 8, 2022

FROM: Delona Verplank, Public Works Executive Assistant

ITEM: Consider approval of the minutes from the regular meeting of the Transportation Commission held on January 11, 2022.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the January 11, 2022 regular meeting of the Transportation Commission.

CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Draft minutes 01.11.22

DRAFT MOTION: Move to approve as presented in the agenda caption.

THE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 11TH DAY OF JANUARY, 2022 IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD, IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

The Transportation Commission met in regular session with the following members present:

Chris Reed	Chair
Brian Taylor	Vice Chair
Ron Hogue	Commissioner, Place 3
Scott Jostes	Commissioner, Place 4
Cheryl Moore	Commissioner, Place 5
Charlie Landry	Commissioner, Place 7
Louis Viscusi	Commissioner, Place 9

(Places 8 and 9 of the Commission do not vote on items unless they sit in place of one of the regular members; Places 1-7.)

Bjorn Vandug	Commissioner, Place 1
Michelle Jackson	Commissioner, Place 8

With the following members of the Town staff participating:

Matthew Hotelling	Sr. Engineering Transportation Manager
Namrata Katharotiya	Administrative Secretary

A. CALL TO ORDER - REGULAR SESSION – 6:30 P.M.

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

None

D. TRAFFIC MANAGER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Future Transportation Commission meeting dates
 - February 8, 2022
- Joint Work Session
 - Parks Board Regular Meeting – March 3, 2022
- Future agenda items

E. CONSENT ITEMS

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on November 9, 2021.

Commissioner Landry made a motion to approve Consent Item 1 as presented in the agenda caption identified above. Commissioner Moore seconded the motion.

VOTE ON THE MOTION

Motion passed (6-0-0)

AYES: Landry, Hogue, Taylor, Jostes, Moore, Viscusi

NAYES: None

ABSTAIN: None

ABSENT: Vandug, Jackson

F. REGULAR ITEMS

2. Consider a recommending approval for a Master Plan Amendment – Stonecrest Road Extension and to change classification of East/West Urban Minor Arterial with Bike Lane to an Urban Collector east of Denton Creek Boulevard to the Planning and Zoning Commission and Town Council.

Staff Presentation

Matthew Hotelling, Sr. Engineering Transportation Manager

Commission Deliberation

Commissioner Moore made a motion to recommend approval of Option 3 for a Master Plan Amendment – Stonecrest Road Extension to the Planning and Zoning Commission and Town Council. Commissioner Landry seconded the motion. Option 3 reads as follows:

Change the designation of the proposed Stonecrest Road Extension by realigning and redesignating it as an Urban Collector from Denton Creek Boulevard to the existing Stonecrest Road and the removal of Urban Minor Arterial with Bike Lane from Denton Creek Boulevard to US 377. Additionally, the recommendation to add a shared Bike Lane component to the Parks and Trails Master Plan for the east/west direction of Stonecrest Road.

VOTE ON THE MOTION

Motion passed (4-1-1)

AYES: Landry, Hogue, Jostes, Moore

NAYES: Taylor

ABSTAIN: Viscusi

ABSENT: Vandug, Jackson

G. WORK SESSION ITEMS

3. Presentation and discussion related to list of potential Transportation Commission Work Topics for 2022.

H. ADJOURNMENT – 8:52 P.M.

TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION

CHRIS REED, CHAIR

ATTEST:

DELONA VERPLANK, EXECUTIVE ASSISTANT



TRANSPORTATION COMMISSION AGENDA ITEM NO. 2

REGULAR ITEM

DATE: March 8, 2022

FROM: Matthew J. Hotelling, P.E., PTOE, ADAC, Sr. Engineering Transportation Manager

ITEM: **Consider a recommendation for a proposed street name change for the Section of Roadway known as Boat Ramp on the eastern end of Lake Ridge Road to Lake Ridge Drive to the Town Council.**

BACKGROUND INFORMATION: This item is to consider a proposed street name change for the section of roadway known as Boat Ramp on the eastern end of Lake Ridge Road to Lake Ridge Drive. This section of roadway does not have a block number according to the Town's GIS map. This stretch of roadway is currently identified on the Town of Flower Mound map as Boat Ramp and other mapping services as Boat Ramp.

The section of roadway is a private street right of way within the High Road Ridge subdivision. Based on the plat for the High Road Ridge subdivision, this section of roadway is simply an extension of Lake Ridge Drive. In October 2016, the Transportation Commission made a recommendation to change Lake Ridge Drive to Lake Ridge Road. The street name change was approved by Town Council. It is unknown why this small section of roadway has become known as Boat Ramp on both the Town maps and other mapping services.

The Town received a request from the High Road Ridge neighborhood. This request can be found in Attachment 1. Reason given for the request of the name change is the neighborhood has had a recent increase in the number of boaters coming to this location to launch their boat into Grapevine Lake. One reasonable assumption is if someone searches for Grapevine Lake and Boat Ramp, many mapping services will identify this short section of roadway at a boat ramp for the lake. By changing the name in the Town's mapping system and ultimately being changed on other mapping services, this location will no longer be identified as a boat ramp for the lake.

It is important to point out that this is NOT a renaming of Lake Ridge Road. This request will NOT change the addresses of homes in the surrounding area as no homes front this short section of roadway. A vicinity map showing this section of roadway in question is provided as attachment 2.

The following is the street name procedure for changing an existing street name.

Name Change Procedure

Procedures for existing street name changes are set forth in Chapter 90-320 of the Town's Code of Ordinances. This has been provided as Attachment 3.

The first step in a street name change request is the filing of the request with the Planning Department. This request is included as Attachment 4. This request includes such information as street proposed to be renamed, affected block numbers, the reason for the name change, and proposed name for roadway segment. The proposed name of these segments is:

- Lake Ridge Drive

As part of the proposed street name change process, the proposed names must be provided to, but not limited to, the following departments:

- Engineering
- Public Works
- Police Department

- Fire Department

The official request was initiated by Public Works and routed to Police Department, Fire Department, Planning Department and Geographical Information System (GIS) staff.

Next Steps

After consideration of the Transportation Commission's recommendation, the Town may schedule the consideration of the proposed street name change on the next available Town Council agenda. Notification of the Town Council meeting is required by Chapter 90-320 to be sent to each property owner adjacent to, abutting, and/or having an address on the street that is subject to the street name change based on the most recent approved Town of Flower Mound Tax Roll to provide the date, time and place of the Town Council meeting.

FISCAL IMPACT: All street name signs located within the limits of this request would be handled by the High Road Ridge Homeowners Association as this location is private ROW owned by the neighborhood. This does not include fiscal impacts to properties because of the name change.

ATTACHMENTS:

1. Neighborhood request
2. Vicinity Map
3. Chapter 90-320. "Procedure to be followed by persons seeking street name change of an existing street"
4. Filed street name change request

RECOMMENDATION: Move to recommend as presented in the agenda caption.

From: [REDACTED]
To: [Matthew Hotelling](#)
Cc: [REDACTED]
Subject: RE: High Road Ridge - Road Name Change
Date: Tuesday, January 25, 2022 10:03:09 AM
Attachments: [image001.png](#)

Matt,

To confirm my voicemail, the neighborhood HOA wants to go with the "Lake Ridge Drive" per your recommendation. Please let us know if you need anything from the HOA to move this forward for the February Transportation and Town Counsel meetings.

John

From: Matthew Hotelling <matthew.hotelling@flower-mound.com>
Sent: Monday, January 24, 2022 9:15 AM
To: [REDACTED]
Subject: RE: High Road Ridge - Road Name Change

John,

I have looked up the plat and it does not show a street name for "Boat Ramp". It does show it as right of way (ROW) so it should have a name. It must have over time simply been given that name and it stuck. We could potentially remove the name entirely but IMO it would be better with a name since it is ROW. I have no problem with it being a different suffix from the current Lake Ridge Road. The original plat had Lake Ridge Drive. Some in your neighborhood may remember that we changed Drive to Road using this same process a few years ago. Since the original plat had this roadway as Lake Ridge Drive, that is what I would suggest changing it to.

As far as adding the additional No Lake Access sign, my preference it to not add one. We do not have that anywhere else and we really need people to pay attention to the No Turnaround sign since so many trucks are getting stuck back in these neighborhood primarily to the west. If I recall correctly, there has maybe been one truck stuck on the east side of High Road.

Matt

Matthew J. Hotelling, P.E., PTOE, ADAC
Senior Engineering Transportation Manager



From: [REDACTED] [[mailto:\[REDACTED\]](mailto:[REDACTED])]

Sent: Friday, January 21, 2022 9:11 PM

To: Matthew Hotelling <matthew.hotelling@flower-mound.com>

Subject: High Road Ridge - Road Name Change

Matt,

Quick follow up to our voicemails. First off, thank you so much for the 'No Lake Access' sign at 1171 & High Road! The HOA board asked if it was possible to get another sign at the entrance to the neighborhood or close by. Perhaps up at the 'No Turnaround' sign by the trailhead?

The HOA board and they had a couple questions on the Boat Ramp road renaming:

1. Would it be possible to not have any name for it at all? Changing from Boat Ramp to nothing?
2. If we do have to change it could we do a variation of 'Lake Ridge Road' such as 'Lake Ridge Court/Circle/Lane/Drive/etc..

Monday morning at 8:00 AM CST is perfect if you want to give me a call. My number again is



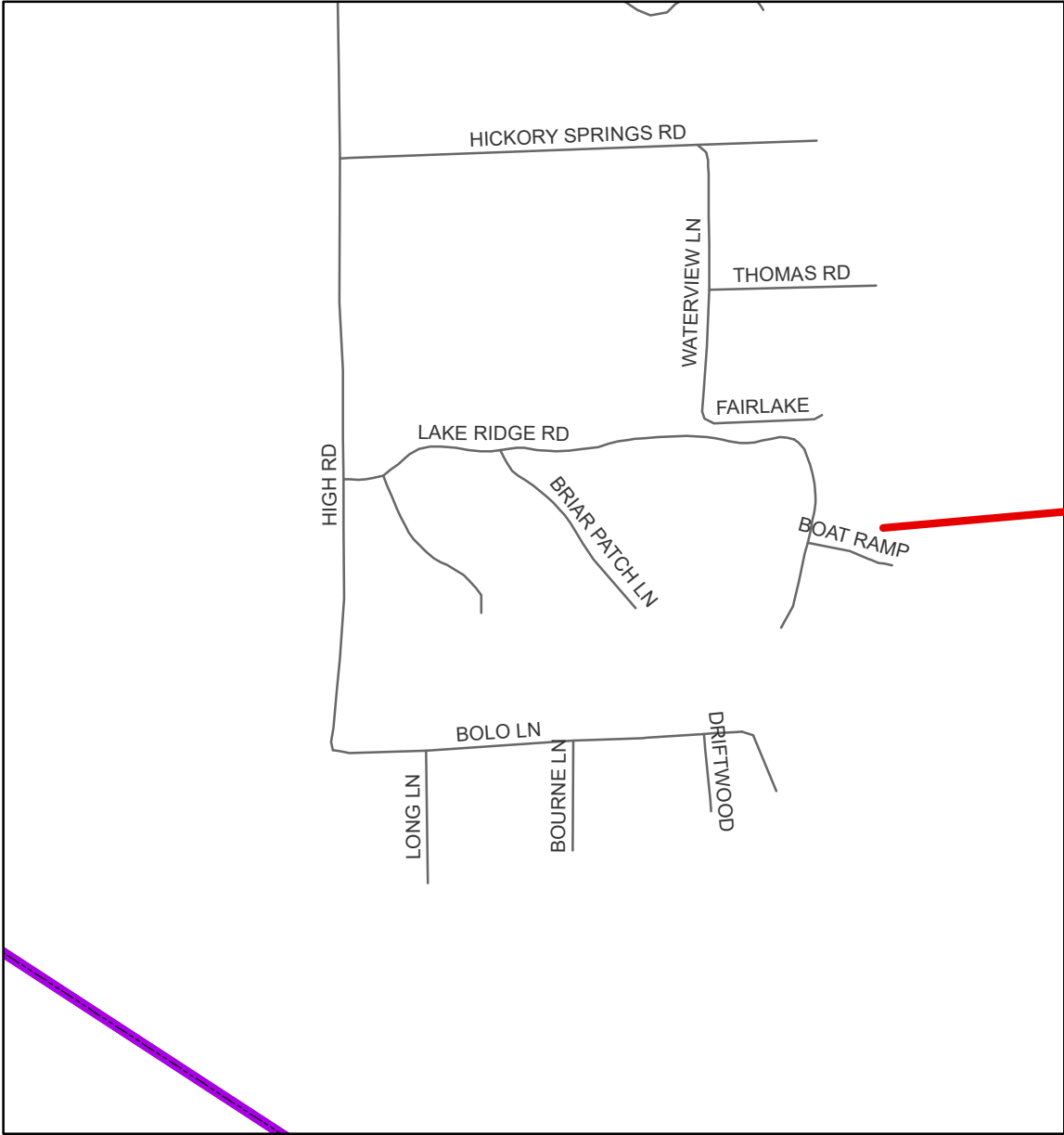
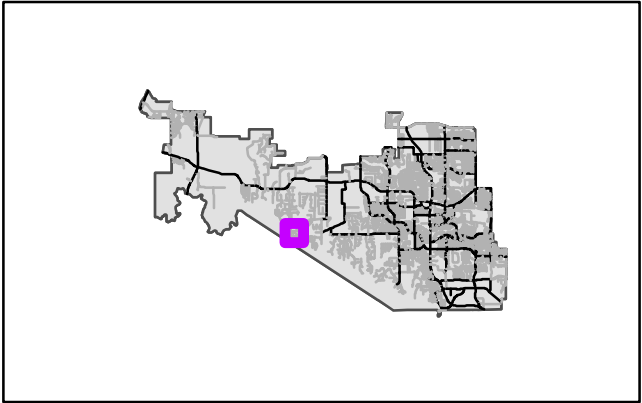
Thank you and have a great weekend!

John

Vicinity Map - Boat Ramp - High Road Ridge subdivision

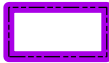


Vicinity Map



Project
Location(s)

Legend

 Town Limits

Streets

 Streets

“Sec. 90-320. Procedure to be followed by persons seeking street name change of an existing street.

- (a) Any person may request a street name change by filing a request for a street name change with the Planning Department. The request shall identify the street proposed to be renamed by its current name and the block numbers thereof, state the reason for the requested street name change, and state the proposed name for such roadway segment.
- (b) The proposed name change will be considered by various Town departments interested in the naming of streets and roadways within the Town's corporate limits possibly including, but not limited to, Engineering, Public Works, the Police Department and the Fire Department. Following such consideration the Town Manager or designee may, but is not required to, schedule consideration of the proposed street name change on the next available agenda for the Transportation Commission.
- (a) Following receipt of the Transportation Commission's recommendation regarding the proposed street name change, the Town may schedule consideration of the proposed street name change on the next available agenda for the Town Council.
- (d) The Town will notify each owner of property adjacent to, abutting and/or having an address on the street that is the subject of the requested name change regarding the proposed street name change and the time, date and location of the Town Council meeting at which the proposed street name change will be considered. Said notification will be sent by regular U.S. mail, postage prepaid, to the owners of real property adjacent to, abutting, and/or having an address on the subject street as their names and addresses appear on the most recently approved Town of Flower Mound Tax Roll.”



**Public Works
Administration**

Memorandum

Date: January 26, 2022

To: Planning Department

From: Matthew J. Hotelling, P.E., PTOE, ADAC, Sr. Eng. Transportation Manager

Subject: Street Name Change request for section of roadway known as Boat Ramp on the eastern end of Lake Ridge Road to Lake Ridge Drive

This request is for the renaming of the section of roadway known as Boat Ramp on the eastern end of Lake Ridge Road.

Below is the list of information as required by Section 90-320 of the Town's Code of Ordinances.

- **Street to be renamed:** roadway known as Boat Ramp on eastern end of Lake Ridge Road
- **Block range:** unmarked
- **Reason for Change:** To reduce unwanted boaters from using this private boat ramp because of navigation searches of Boat Ramp Flower Mound.
- **Proposed Names:** Lake Ridge Drive.

Please provide this information to the Development Review Committee, GIS, Public Works, and Police Department at a minimum, for their review.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 3

REGULAR ITEM

DATE: March 8, 2022

FROM: Matthew J. Hotelling, P.E., PTOE, ADAC, Sr. Engineering Transportation Manager

ITEM: **Consider a recommendation for a proposed street name change for Bridgewater Avenue to Williamson Avenue for the 200 - 300 block to the Town Council.**

BACKGROUND INFORMATION: This item is to consider a proposed street name change for Bridgewater Avenue to Williamson Avenue for the 200 – 300 block. This street name change is NOT being requested by the immediate neighborhood of Bridgewater Avenue. This request was made by homeowners of Bridgewater Place in the Creekside at Heritage Park Phase 1. The Southgate Homeowners Association has been made aware of this request and has concerns with the street name change.

The Town received a request from a resident that lives on Bridgewater Place. Attachment 1. The letter indicates that residents along Bridgewater Place have been receiving a number of deliveries that are meant for Bridgewater Avenue. These two streets are located approximately 1.5 – 2 miles apart from each other. A vicinity map showing both locations can be found in Attachment 2.

Bridgewater Avenue is part of a new subdivision that is currently under construction with very few units occupied. The Creekside at Heritage Park neighborhood has been around since approximately 2015. The Town is proposing a name change to Williamson Avenue with the same block range. Williamson is the last name of the land owner that own the Southgate property prior to development. The Southgate subdivision did not have a suggestion for a name for this street.

The home builder/homeowners association of the Southgate subdivision has concerns that the change of street name will affect:

- Existing permits or future certificates of occupancy
- Will potentially cause a huge problem with future closings on the properties if the Tarrant Appraisal District and USPS are not updated in an expeditious manner.
- Concerned how this would affect existing homeowners

The following is the street name procedure for changing an existing street name.

Name Change Procedure

Procedures for existing street name changes are set forth in Chapter 90-320 of the Town's Code of Ordinances. This has been provided as Attachment 3.

The first step in a street name change request is the filing of the request with the Planning Department. This request is included as Attachment 4. This request includes such information as street proposed to be renamed, affected block numbers, the reason for the name change, and proposed name for roadway segment. The proposed name of these segments is:

- Navajo Bluffs Court

As part of the proposed street name change process, the proposed names must be provided to, but not limited to, the following departments:

- Engineering
- Public Works
- Police Department
- Fire Department

The official request was initiated by the Town Manager's Office and Public Works and routed to Police Department, Fire Department, Planning Department and Geographical Information System (GIS) staff.

Next Steps

After consideration of the Transportation Commission's recommendation, the Town may schedule the consideration of the proposed street name change on the next available Town Council agenda. Notification of the Town Council meeting is required by Chapter 90-320 to be sent to each property owner adjacent to, abutting, and/or having an address on the street that is subject to the street name change based on the most recent approved Town of Flower Mound Tax Roll to provide the date, time and place of the Town Council meeting.

FISCAL IMPACT: All street name signs located within the limits of this request are maintained by the Southgate Homeowners Association. The Town does not have the special street name blades that are provided by the Southgate Homeowners Association. The responsibility for this maintenance would fall on the Southgate Homeowners Association. This does not include fiscal impacts to properties because of the name change.

ATTACHMENTS:

1. Neighborhood request
2. Vicinity Map
3. Chapter 90-320. "Procedure to be followed by persons seeking street name change of an existing street"
4. Filed street name change request

RECOMMENDATION: Move to recommend as presented in the agenda caption.

313 Bridgewater Place
Flower Mound, TX 75028

January 11, 2022

To the Transportation Commission:

I have been a resident at 313 Bridgewater Place since April 2015. Since last summer, I have been receiving a number of deliveries addressed to 313 Bridgewater Avenue. This same issue is now affecting my next-door neighbor at 317 Bridgewater Place. After doing some research, I learned that there is indeed a 2nd street with the same name and the same numbering sequence in the same zip code 75028.

Our community at Bridgewater Place was built in 2015 while the development at Bridgewater Avenue is currently under construction. I am urging Flower Mound to change the street name and/or numbering sequence at Bridgewater Avenue now before more homes are duplicated with the same house numbers as Bridgewater Place.

I would also like to commend Mr. Tommy Dalton and Mr. Matthew Hotelling for their prompt and efficient handling of this matter.

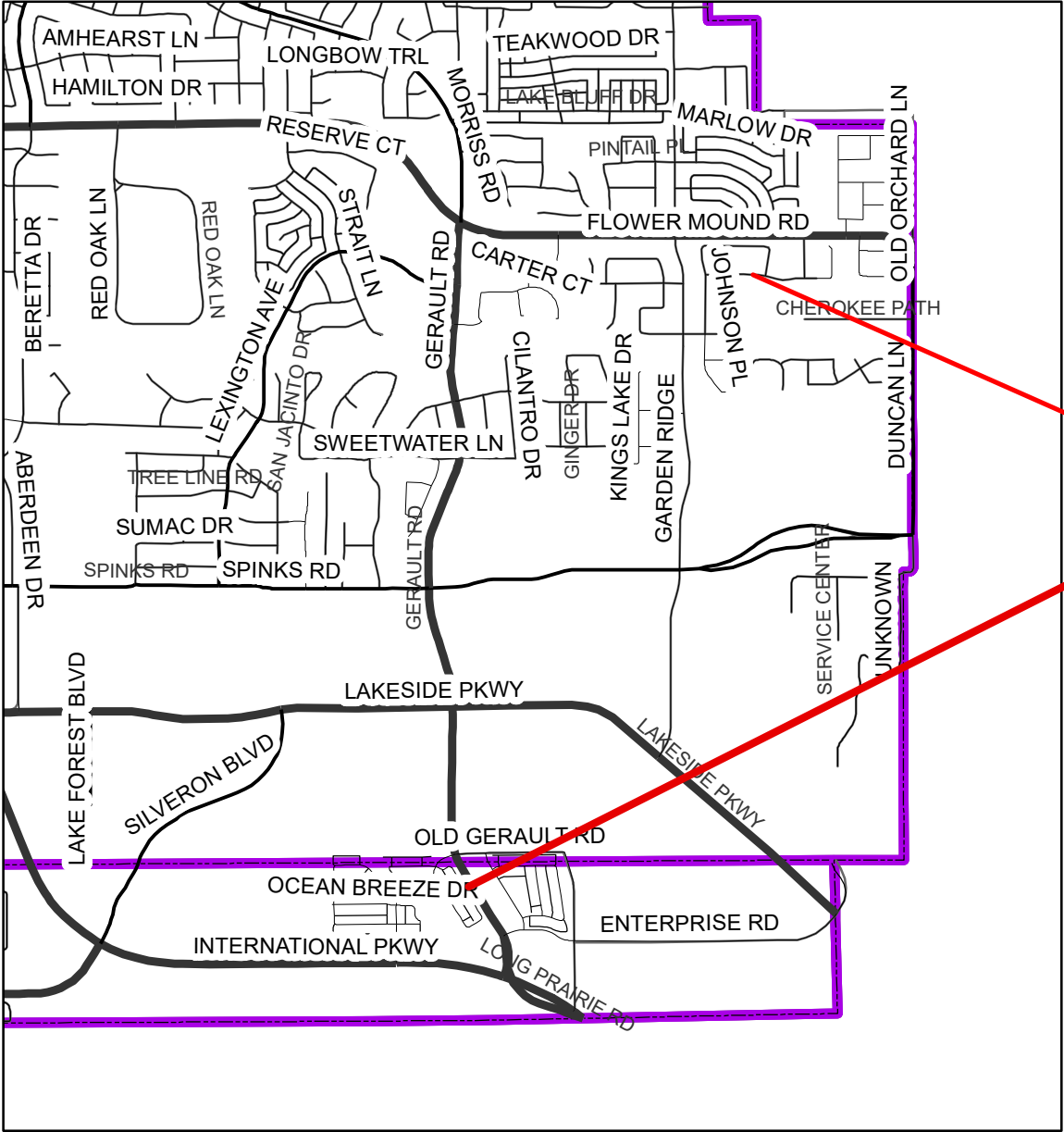
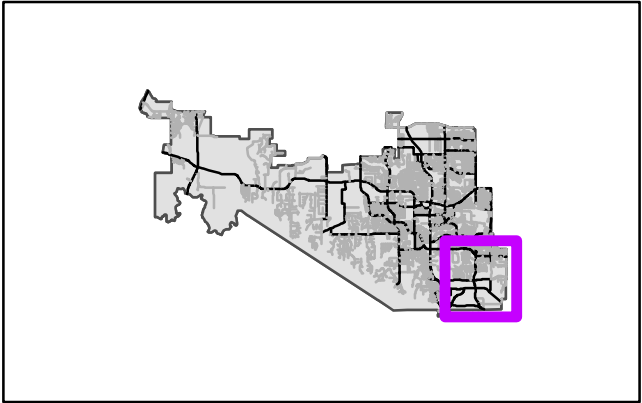
Please don't hesitate to reach out if there are any questions or need for more information.

Sincerely,
Peter Cola

Vicinity Map - Bridgewater Avenue (south) & Bridgewater Place (north)

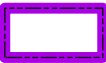


Vicinity Map



Project Location(s)

Legend

 Town Limits

Streets

 Streets

“Sec. 90-320. Procedure to be followed by persons seeking street name change of an existing street.

- (a) Any person may request a street name change by filing a request for a street name change with the Planning Department. The request shall identify the street proposed to be renamed by its current name and the block numbers thereof, state the reason for the requested street name change, and state the proposed name for such roadway segment.
- (b) The proposed name change will be considered by various Town departments interested in the naming of streets and roadways within the Town's corporate limits possibly including, but not limited to, Engineering, Public Works, the Police Department and the Fire Department. Following such consideration the Town Manager or designee may, but is not required to, schedule consideration of the proposed street name change on the next available agenda for the Transportation Commission.
- (a) Following receipt of the Transportation Commission's recommendation regarding the proposed street name change, the Town may schedule consideration of the proposed street name change on the next available agenda for the Town Council.
- (d) The Town will notify each owner of property adjacent to, abutting and/or having an address on the street that is the subject of the requested name change regarding the proposed street name change and the time, date and location of the Town Council meeting at which the proposed street name change will be considered. Said notification will be sent by regular U.S. mail, postage prepaid, to the owners of real property adjacent to, abutting, and/or having an address on the subject street as their names and addresses appear on the most recently approved Town of Flower Mound Tax Roll.”



**Public Works
Administration**

Memorandum

Date: January 26, 2022

To: Planning Department

From: Matthew J. Hotelling, P.E., PTOE, ADAC, Sr. Eng. Transportation Manager

Subject: Street Name Change request for the 200 – 300 block of Bridgewater Avenue to Williamson Avenue

This request is for the renaming of the 200 – 300 block of Bridgewater Avenue to Williamson Avenue.

Below is the list of information as required by Section 90-320 of the Town's Code of Ordinances.

- **Street to be renamed:** Bridgewater Avenue
- **Block range:** 200 – 300
- **Reason for Change:** To reduce confusion between Bridgewater Avenue and Bridgewater Place which are located approximately 1.5 – 2 miles apart.
- **Proposed Names:** Williamson Avenue.

Please provide this information to the Development Review Committee, GIS, Public Works, and Police Department at a minimum, for their review.