

Environmental Conservation Commission



June 3, 2025
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

C. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972- 874-6000 during business hours. To speak to the Board/Commission during public comment, please fill out a comment form, which is located in the lobby of Town Hall.

In accordance with the Texas Open Meetings Act, the Board/Commission is restricted from discussing or acting on items not listed on the agenda.

- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

D. STAFF/DIRECTOR REPORT

E. PRESENTATION

1. Flower Mound Tree Rebate Program

F. CONSENT ITEM(S)

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 Approval - Consider approval of the minutes from the regular meeting of the Environmental Conservation Commission on May 6, 2025.

G. REGULAR ITEM(S)

1. TRP25-0004 4408 Overlook Ridge - Consider an application for a tree removal permit (TRP25-0004) for one (1) specimen tree on the property known as 4408 Overlook Ridge for the proposed development of a single-family dwelling. The

property is generally located north of Cross Timbers Road, west of Kimball Crossing, and east of Overlook Ridge.

H. ADJOURNMENT- REGULAR SESSION

I. CALL WORK SESSION TO ORDER

J. WORK SESSION ITEM

1. Sustainability Initiatives Mid-Cycle Update.

K. SUBCOMMITTEE REPORT

L. COORDINATION OF FUTURE AGENDAS/MEETINGS

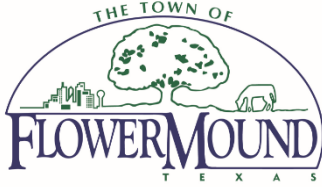
M. ADJOURNMENT - WORK SESSION

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Flower Mound, Texas, in 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: May 30, 2025, at 8:14 a.m, at least 72 hours prior to the scheduled time of said meeting.

Hannah Perez, Administrative Assistant

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting by contacting Town Hall at 972.874.6000. Additional time limits will be provided for members of the public that need to address the Town Council through a translator.

Environmental Conservation Commission



May 6, 2025
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

DRAFT MINUTES

A. CALL TO ORDER

The Environmental Conservation Commission met in a regular meeting with the following members present:

Alton Bowman, Vice Chair, Place 5
Anurag Sharma, Place 1
Danielle Workman, Place 2
Anna Athappan, Place 6
Elaine Takacs, Place 7
Toni Moffitt, Place 9 Alternate
Nagesh Kunamneni, Place 10 Alternate

with the following member(s) absent:

Marilyn Lawson, Chair, Place 4
Laura Spurlock, Place 3
Alan Fullbright, Place 8 Alternate

constituting a quorum with the following members of the Town Staff participating:

Jake Speckhals, Environmental Review Analyst
Kayla Lipinski, Environmental Review Analyst
Hannah Perez, Administrative Assistant

B. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

C. PUBLIC COMMENT

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- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

D. STAFF/DIRECTOR REPORT

Update and status report related to environmental issues and events regulatory activates, and projects.

E. CONSENT ITEM(S)

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 Approval - Consider approval of the minutes from the regular meeting of the Environmental Conservation Commission on April 1, 2025.

ACTION: Commission Member Athappan moved to approve E.1. as presented in the agenda caption. Commission Member Sharma seconded the motion.

AYES: Anurag Sharma, Danielle Workman, Alton Bowman, Annaprabha Athappan, Elaine Takacs, Toni Moffitt

NAYS: None

ABSTAIN: None

RESULT: 6 : 0

F. REGULAR ITEM(S)

G. ADJOURNMENT- REGULAR SESSION

Vice Chair Bowman adjourned the regular session at 6:36 PM

H. CALL WORK SESSION TO ORDER

Vice Chair Bowman called the work session to order at 6:36 PM

I. WORK SESSION ITEM

1. Review the Tree Ordinance regulations including specimen tree size, tree survey standards, and mitigation requirements.

Staff Presenter

Jake Speckhals, Environmental Review Analyst, gave a presentation with the following items included and answered questions:

- Tree Ordinance History
- Work Session Items in 2015 & 2016
- ECC Regular Item 2016
- Tree Preservation Regulations
- Town Council Meeting 2016
- Past Development Projects Data - 6 Slides
- Conservation Development Option
- Smith Tract Data - 4 Slides
- Environmental Protection Plans

2. Review the Commission's annual objectives and initiatives in preparation for the May 15, 2025, joint work session with Town Council.

Staff Presenter

Hannah Perez, Administrative Assistant, gave a presentation with the following items included and answered questions:

- ECC Accomplishments
- 25/26 ECC Sustainability Initiatives
- Tree Initiatives
- Recycling/Green Waste
- Bird City Certification
- Certified Habitat

J. SUBCOMMITTEE REPORT

Receive updates and status reports related to subcommittee activities and establish subcommittees as necessary

K. COORDINATION OF FUTURE AGENDAS/MEETINGS

ECC members and staff discussed possible future agenda items.

L. ADJOURNMENT - WORK SESSION

Vice Chair Bowman adjourned the work session meeting at 7:30 PM on May 6 and all were in favor.



ENVIRONMENTAL CONSERVATION COMMISSION AGENDA G.1. REGULAR ITEM(S)

DATE: June 3, 2025

FROM: Jake Speckhals, Environmental Review Analyst

ITEM: Consider an application for a tree removal permit (TRP25-0004) for one (1) specimen tree on the property known as 4408 Overlook Ridge for the proposed development of a single-family dwelling. The property is generally located north of Cross Timbers Road, west of Kimball Crossing, and east of Overlook Ridge.

BACKGROUND: 4408 Overlook Ridge is generally located north of Cross Timbers Road, west of Kimball Crossing, and east of Overlook Ridge. The site is approximately .76 acres in size and zoned for agricultural uses as part of PD-162, Pepper Creek Ranch.

A tree survey conducted for this project identified a total of one (1) specimen tree on this site. The applicant is requesting approval for the removal of one (1) specimen tree to facilitate the development of the proposed single-family dwelling. The specimen tree proposed for removal has the tag number 660, is in fair condition and situated within the proposed buildable area.

In accordance with the Town's tree ordinance, the removal of specimen trees requires mitigation at a rate of twice their caliper inches. Based on the size, 46" of replacement trees, equaling to sixteen (16) three-inch caliper trees, will be required for the one (1) specimen tree being requested for removal on this site. Additionally, any protected trees removed from the buildable area will require one-to-one replacement. Mitigation may be accomplished by paying the applicable fee, planting mitigation trees, or through a combination of planting trees and paying the required fee.

BOARD REVIEW/CITIZEN FEEDBACK: As of May 30, 2025, staff has received no citizen feedback about this item.

ALTERNATIVES: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

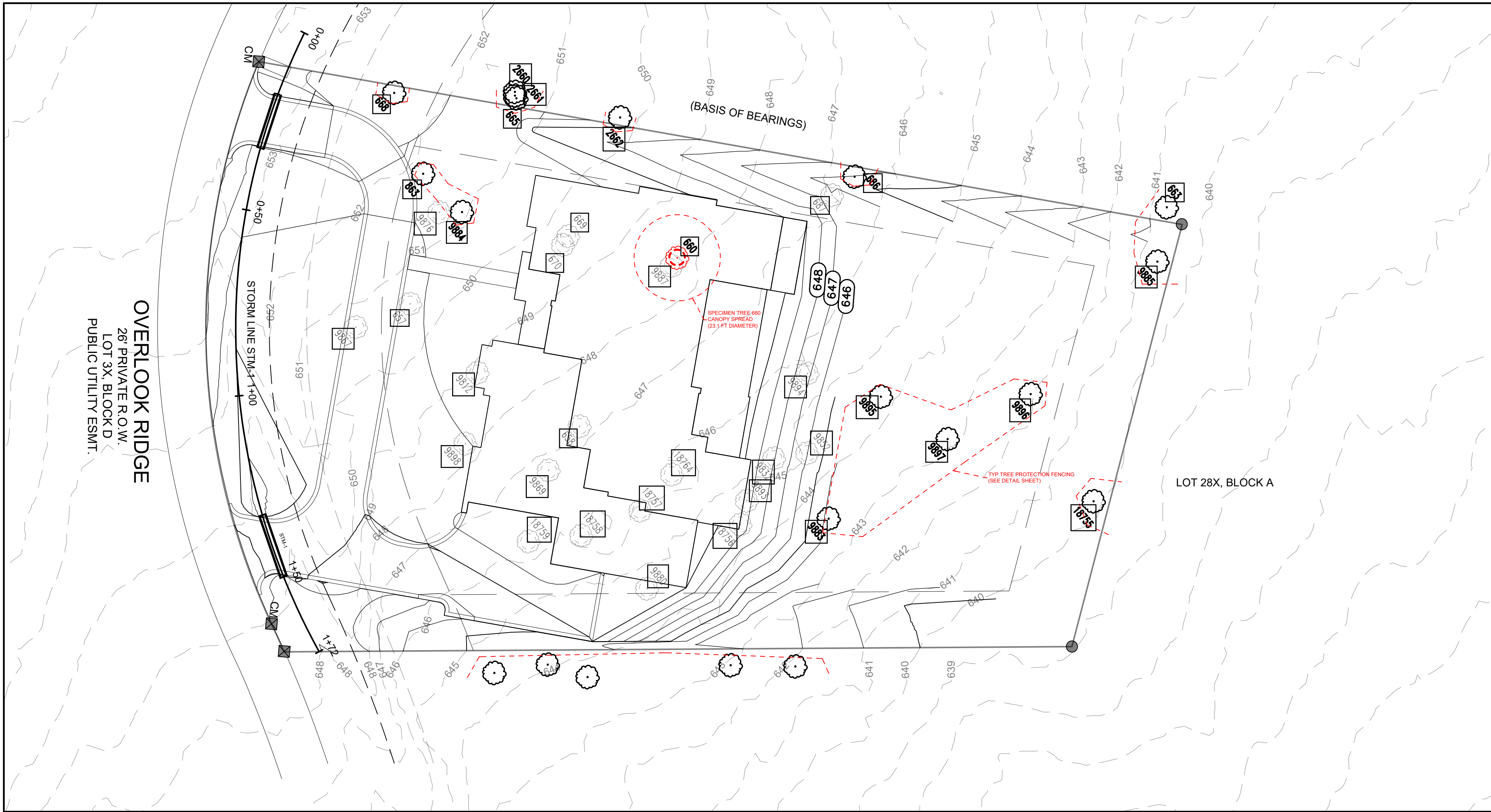
ATTACHMENTS:

1. Tree Survey
2. Tree Removal Application
3. Letter of Intent
4. Picture of Specimen Tree Requested for Removal
5. Onsite Signage

DRAFT MOTION: Move to recommend approval, approval with conditions, or denial of the requested permit for the removal of one (1) specimen tree on property known as 4408 Overlook Ridge. The

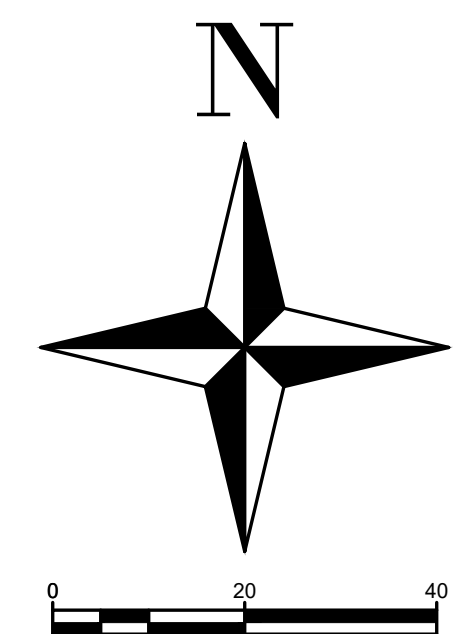
property is generally located north of Cross Timbers Road, west of Kimball Crossing, and east of Overlook Ridge.

No.	REVISIONS/ SUBMISSIONS	Date



LEGEND

- TREE (TO REMAIN)
- TREE (TO REMOVE)
- SPECIMEN TREE (TO REMOVE)
- TREE PROTECTION (SEE DETAIL SHEET)



TREE PRUNING, REMOVAL AND PROTECTION MEASURES

- A. QUALITY ASSURANCE**
- 1) Comply with applicable Federal, state, county and local regulations governing landscape work.
 - 2) employ only experienced personnel. Provide adequate supervision by qualified foreman.
- B. JOB CONDITIONS**
- 1) Coordination: Coordinate and cooperate with other contractors to enable the work to proceed as rapidly and efficiently as possible.
 - 2) In order to minimize conflict, secure from the Construction Manager copies of layout drawings showing the location of all underground utility lines and other structures
- C. PRODUCTS**
- 1) MULCH: Double shredded hardwood mulch free of sticks, dirt and other debris and derived from the site clearing.
- D. DEFINITIONS**
- 1) CRZ: Critical Root Zone: The soil space directly under the canopy of any tree, extending out at least 7 feet from the trunk or 2/3 the distance to the dripline, whichever is greater.
 - 2) TPZ: Tree Protection Zone: The entire soil space located directly under the dripline of any tree (the entire dripline).
 - 3) CRS: Complete Root System: The soil space directly under the dripline of any tree and an additional 7 feet beyond said dripline.
 - 4) TPF: Tree Protection Fence: The orange safety barrier netting that shall extend around the entire circumference of the tree at the TPZ.
- E. PRE-CONSTRUCTION TREE PRUNING**
- 1) Personnel Qualifications: All pruning shall be performed under the supervision of an international Society of Arboriculture (ISA) Certified Arborist.
 - 2) All trees within the project area shall be pruned to:
 - (i) Clear the crown of diseased, crossing, weak and dead wood to a minimum of 1 1/2 inches in diameter
 - (ii) Provide 14 feet of vertical clearance over streets and 8 feet over sidewalks.
 - (iii) Remove stubs, cutting outside the woodwork tissue that has formed around the branch.
 - (iv) Reduce end weight on heavy, horizontal branches by selectively removing small diameter branches, no greater than 2 to 3 inches, near the ends of the scaffolds.
 - 3) Pruning cuts shall be made in accordance with ANSI 300 Pruning Standard and work shall be performed in accordance with ANSI Z133.1 Safety Standards. Pruning shall be in accordance with ISA's Best Management Practices: Tree Pruning
 - 4) No more than 20 percent of live foliage shall be removed from any tree.
 - 5) Brush shall be chipped and chips shall be spread underneath trees within the tree protection zone to a maximum depth of 4 inches, leaving the trunk clear of mulch.
- F. TREE REMOVAL**
- 1) Trees preservation requires a commitment to preserving and maintaining retained trees, as well as removal of any unsuited trees within the Project Area.
 - 2) All wood debris from all tree removals at the Project Site is to be chipped and stored on site for use in the tree preservation efforts at the discretion of the Landscape Architect.
 - 3) The limits of all tree protection zones shall be staked in the field and observed by all contractors.
 - 4) Any brush clearing required within the tree protection zone shall be accomplished with hand operated equipment.
 - 5) Trees to be removed from within the tree protection zone shall be removed under the supervision of a Certified Arborist. The trees shall be cut near ground level and the stump ground out.
- G. TREE PROTECTION**
- 1) Before beginning work, the Project Manager, Landscape Architect and/or Owner of their agents are required to meet at the site to review all work procedures, access routes, storage areas, and tree protection measures. Any intended construction activities inside the TPZ shall be clearly outlined.
 - 2) Fences shall be erected to protect trees to be preserved prior to construction equipment arriving on the Project Site. Fences will define the specific protection zone for each tree or group trees.
 - 3) Fences are to be maintained and remain until all site work has been completed and final landscape operations begin. Fences may not be relocated or removed without written permission from the Landscape Architect. Fences may be constructed from 6" T" stakes and orange web fence material
 - 4) All trees to be preserved shall have 4 inches of hardwood mulch applied inside the tree protection zone. This hardwood mulch shall be replenished as necessary to maintain a 4 inch depth.
 - 5) Construction trailers, traffic and storage areas must remain outside fenced areas at all times.
 - 6) Tree roots extend out in a straight, radial direction from the tree much like spokes on a wheel (to a depth generally not exceeding 24"). All underground utilities and drain or irrigation lines shall be routed outside the tree protection zone. If lines must traverse the protection area, they shall be tunneled or bored under the tree. Trenches "airaug" with Air Spade (registered trademark) or similar technology are the exceptions. Irrigation line may be routed in any direction outside the dripline of retained trees. Irrigation lines inside the dripline must be in a straight, radial direction towards the tree trunk and terminate in a dead end sprinkler head no greater than 7 feet from a tree trunk (irrigation lines shall not in any way bisect and therefore damage the "spoke-like" root system).
 - 7) No materials, equipment, spoil, or waste or washout water may be deposited, stored, or parked within the tree protection zone.
 - 8) If unintentional injury should occur to any tree during construction, it shall be reported to the Landscape Architect within six hours so that remedial action can be taken. Timeliness is critical to tree health. The cost of any remedial treatments will become the burden of the offending contracting company.
 - 9) Any grading, construction, demolition, or other work that is expected to encounter tree roots must be monitored by the Landscape Architect. Specific locations or tree tag numbers should be identified

Tag#	Species	DBH	Remain / Remove	Credit	Debit	Condition
668	Post oak	21	Remain	4		
686	Post oak	12	Remain	2		
863	Cedar elm	8	Remain	1		
9883	Blackjack oak	8	Remain	1		Fair
9884	Cedar elm	10	Remain	1		Fair
9885	Blackjack oak	10	Remain	1		
9895	Blackjack oak	10	Remain	1		Fair
9896	Post oak	10	Remain	2		Fair
9897	Pecan	8	Remain	1		Fair
657	Post oak	20	Remove		1	Good
658	Post oak	16	Remove		1	Good
660	Post oak	23.1	Remove		16	Specimen
669	Post oak	14	Remove		1	Good
670	Post oak	16	Remove		1	Fair
687	Blackjack oak	10	Remove		1	Fair
9812	Blackjack oak	12	Remove		1	Fair
9832	Post oak	12	Remove		1	Fair
9852	Post oak	10	Remove		1	Fair
9869	Post oak	14	Remove		1	Fair
9876	Cedar elm	8	Remove		1	Fair
9880	Blackjack oak	10	Remove		2	Dual Stem A-8.3B-9.2
9887	Post oak	14	Remove		1	Fair
9893	Blackjack oak	8	Remove		1	Fair
9894	Blackjack oak	8	Remove		1	Fair
9898	Post oak	15	Remove		1	Fair
18756	Post oak	6	Remove		1	Fair
18757	Blackjack oak	6	Remove		1	Fair
18758	Blackjack oak	6	Remove		1	Fair
18759	Blackjack oak	6	Remove		1	Fair
18764	Post oak	6	Remove		1	Fair
	Total			14	37	

Protected Trees Marked for Removal: 22 (Including 13 Post Oaks)
 Protected Trees Marked to Preserve: 9 (Including 3 Post Oaks)

Credits:	14
Debits:	37
Balance:	-23
Mitigation Total (Balance x \$375):	-\$8,625.00
<i>Note: Preservation Credits not Added for Trees Off of Property</i>	

PRELIMINARY
FOR INTERIM REVIEW ONLY

By: NATHAN R. MILLER P.E.# 12321
 Date: 5/21/25

WAVECREST DESIGN, LLC.
 NOT FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES

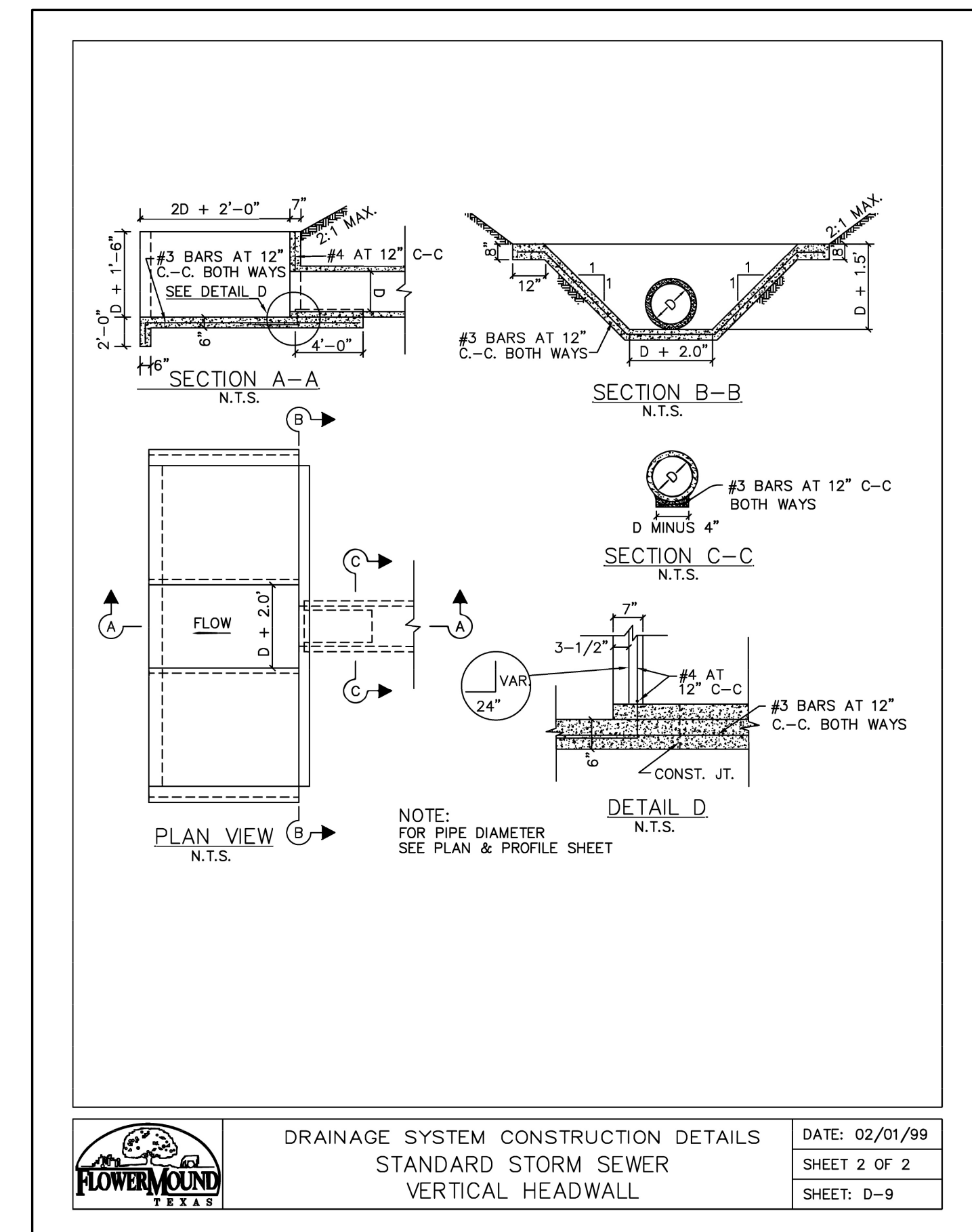
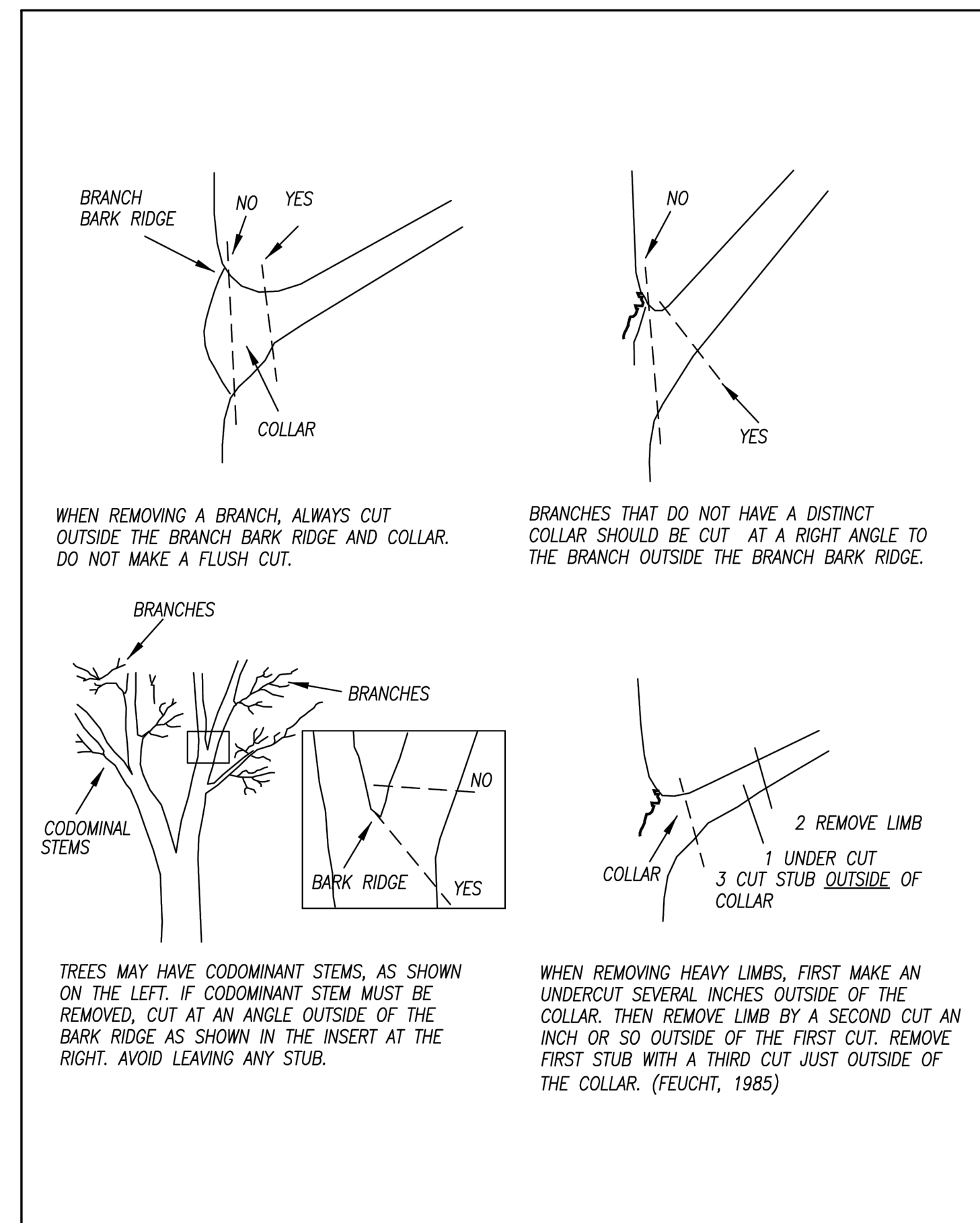
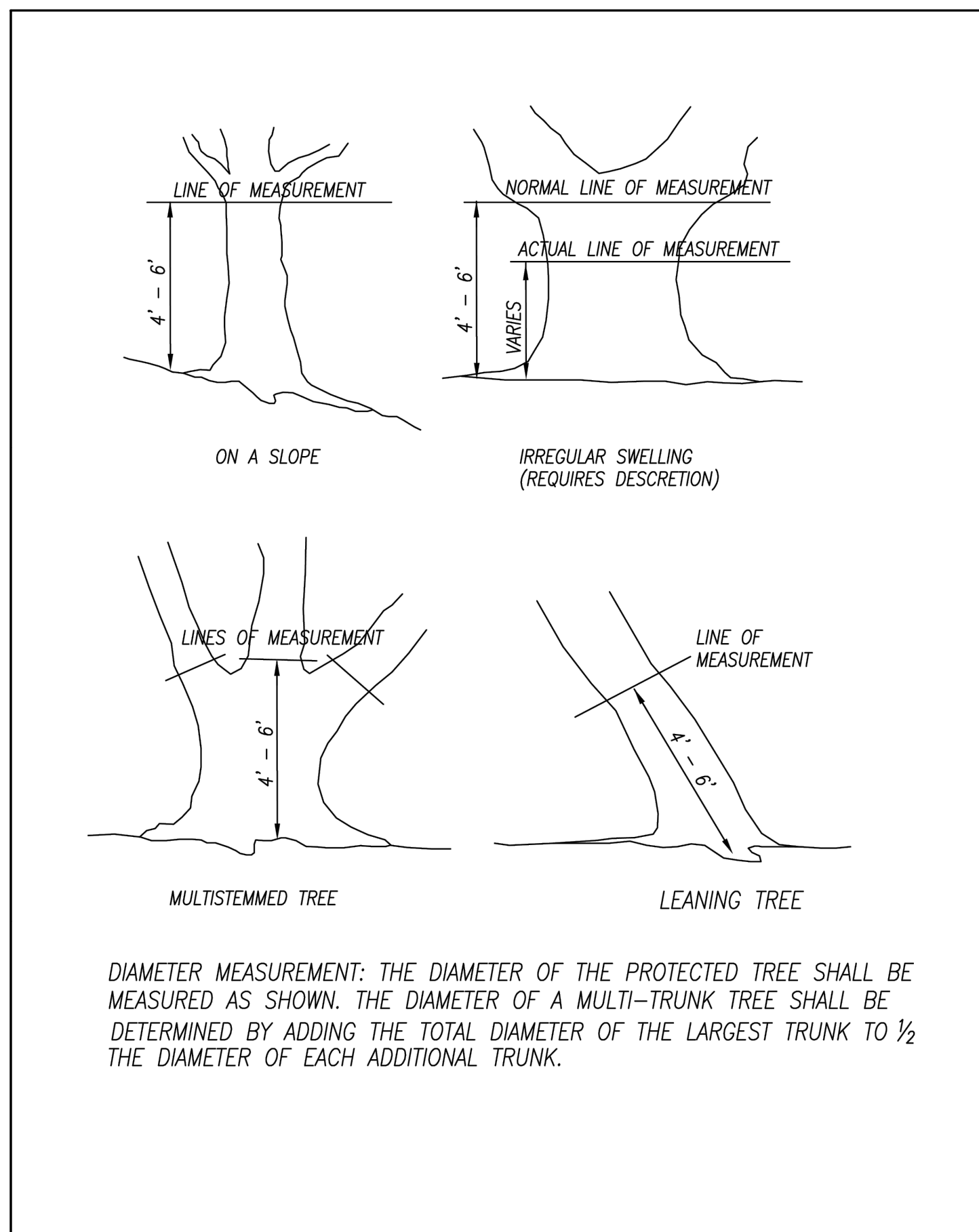
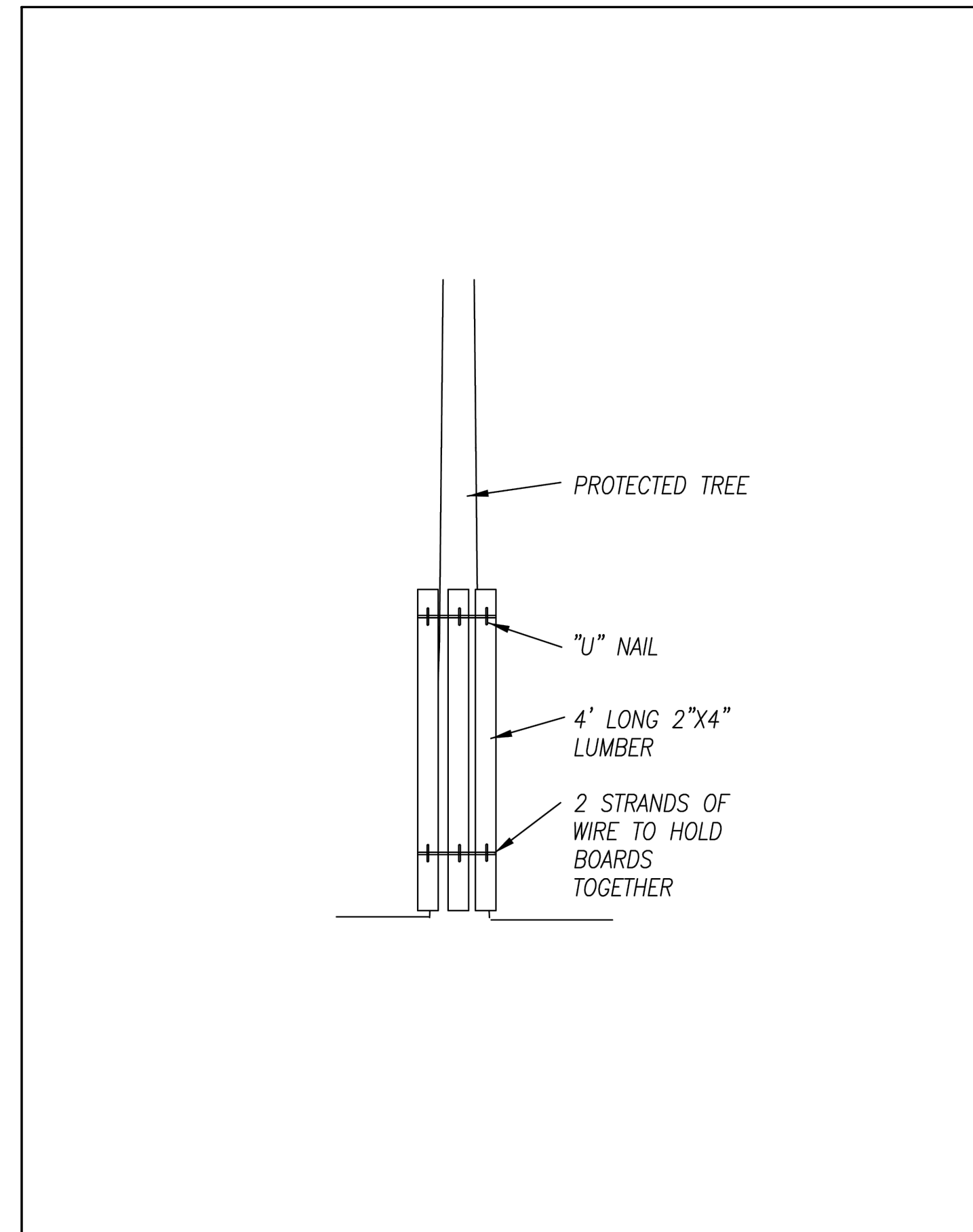
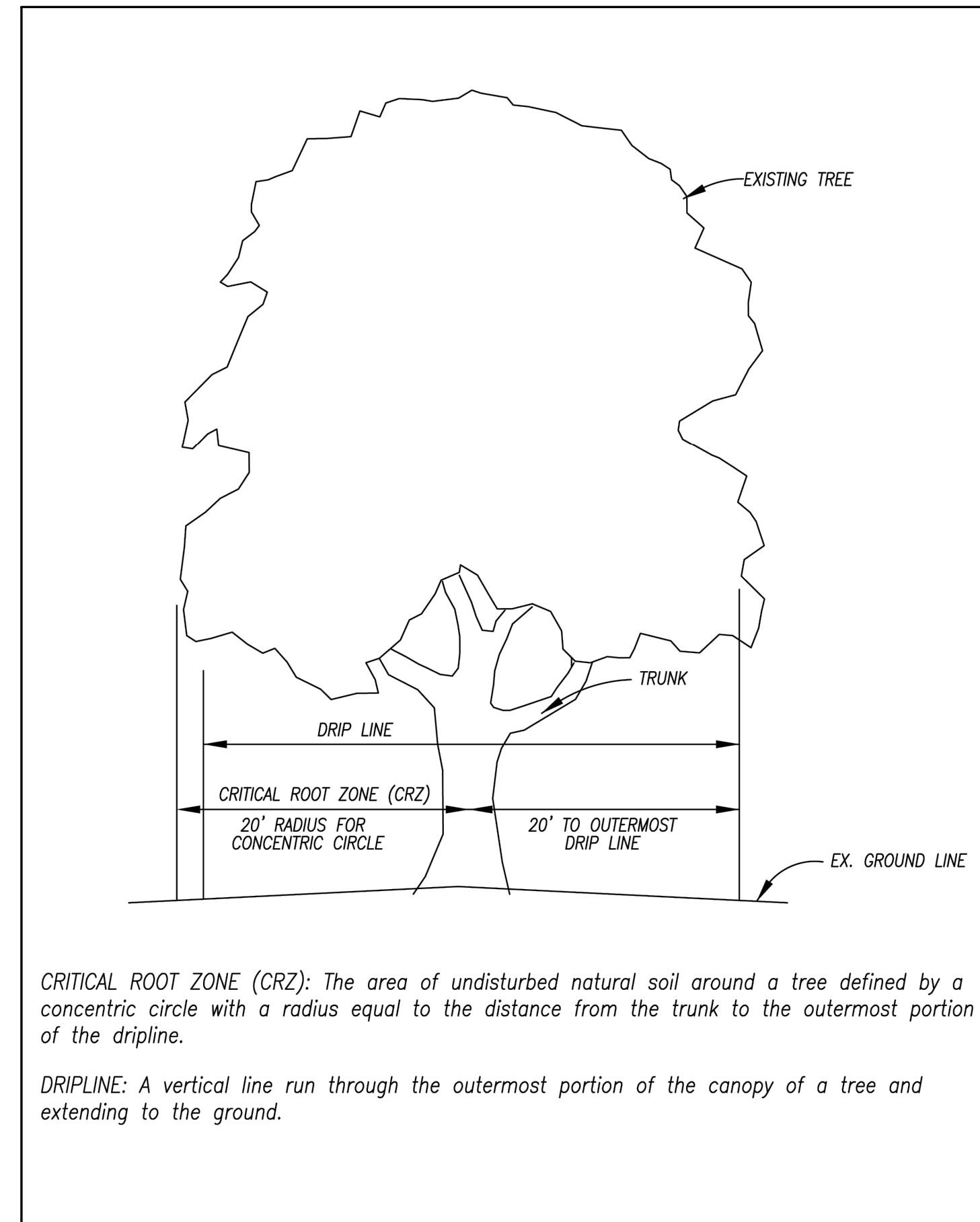
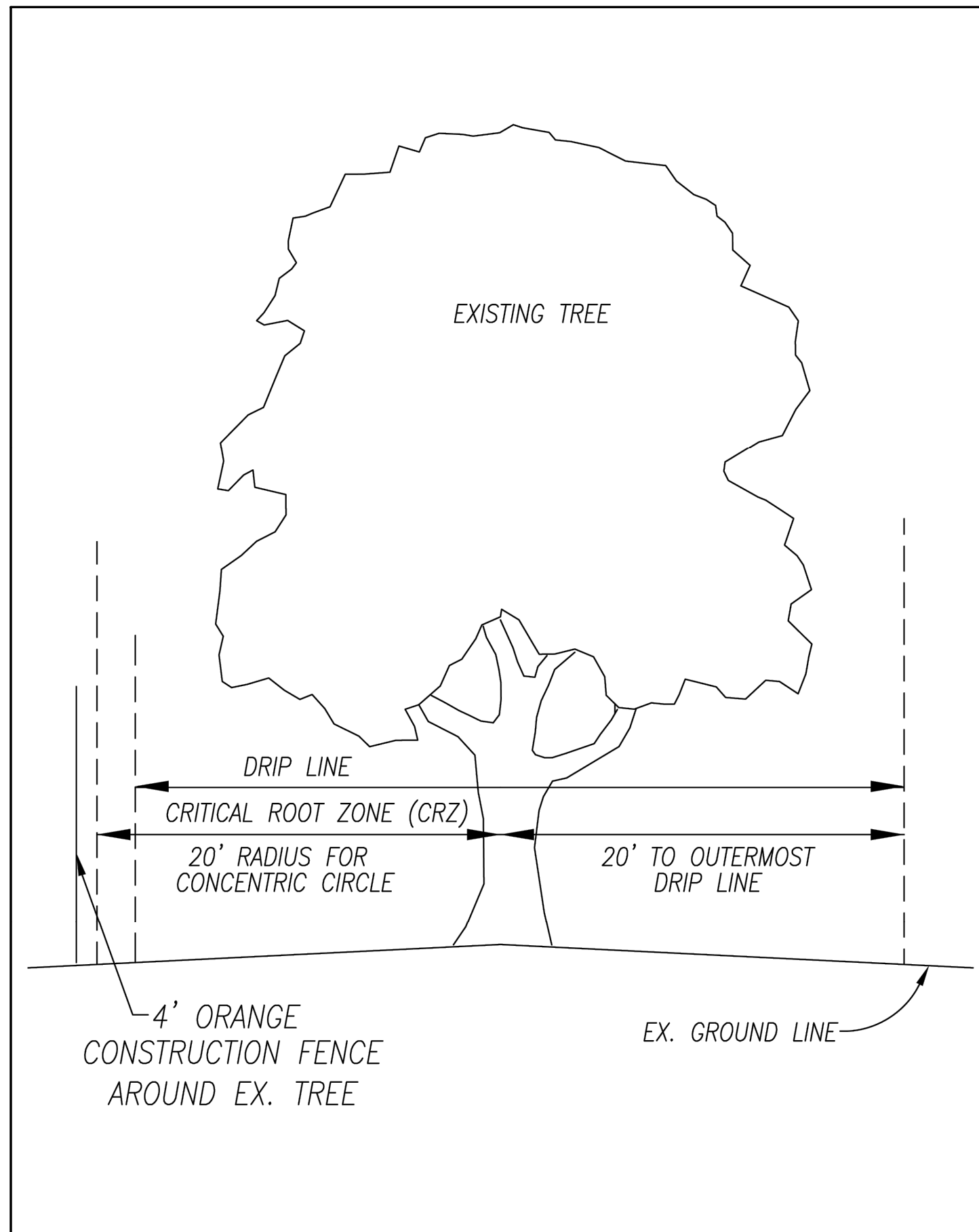
WAVECREST DESIGN, LLC
 4108 WIMBLEDON DRIVE
 FLOWER MOUND, TEXAS 75028
 (713) 376-1225 PH.
 T.B.P.E. FIRM REGISTRATION NO. 23292

4408 OVERLOOK RIDGE DRIVE

TREE PLAN

DESIGNED: NRM SCALE: SHEET NUMBER: C-6 SHEET: 6 of 7
 DRAWN: NRM DATE: 5/21/25

No.	REVISIONS/ SUBMISSIONS	Date



PRELIMINARY
FOR INTERIM REVIEW ONLY

By: **NATHAN R. MILLER** P.E.# 12321
Date: **5/21/25**

WAVECREST DESIGN, LLC.
NOT FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES

WAVECREST DESIGN, LLC
4108 WIMBLEDON DRIVE
FLOWER MOUND, TEXAS 75028
(713) 376-1225 PH.
T.B.P.E. FIRM REGISTRATION NO. 23292

4408 OVERLOOK RIDGE DRIVE

STANDARD DETAILS

FLOWER MOUND TEXAS

DRAINAGE SYSTEM CONSTRUCTION DETAILS
STANDARD STORM SEWER
VERTICAL HEADWALL

DATE: 02/01/99
SHEET 2 OF 2
SHEET: D-9

DESIGNED	NRM	SCALE	SHEET NUMBER	SHEET
DRAWN	NRM	DATE	C-7	7 of 7
CHECKED	NRM	5/21/25		



Town of Flower Mound Environmental Services
Mailing Address: 2121 Cross Timbers Road, Flower Mound, TX 75028
Telephone: 972-874-6340 Website: www.flower-mound.com

TREE REMOVAL PERMIT

(Effective for Developments submitted 10/6/08 - present)

Check one: Protected Tree Specimen Tree Historic Tree

This application is required to be submitted 30 days prior to the next available ECC hearing.

1. Applicant- Note: Must be an ISA certified arborist, certified forester, or a registered landscape architect.

Name:

PentaVia Custom Homes

Address:

PO Box 94033, Southlake, TX 76092

Phone:

469-512-4043

Applicant's Legal Interest in the Property:

Builder/ GC

2. Property Owner(s)

Name(s): Donald Brent & Julee Elkins

Address: 4001 S. Broadway Avenue, Apt 10416, Flower Mound, TX 75028

3. Location and Legal Description of Property:

4408 Overlook Ridge, Flower Mound

7. REQUIRED SUBMITTALS CHECKLIST

- a. A \$250 Administrative fee per Specimen or Historic Tree proposed for removal, not to exceed a total of \$1,000 per permit application.
- b. A \$200 fee is required for each Tree Removal Request sign that is made by the Town. The sign(s) must be placed on the property 15 days prior to the ECC hearing that the item is scheduled for on the agenda. Signs shall be placed perpendicular to the street and clearly visible. There shall be one sign for each 500ft of street frontage.
- c. One (1) electronic copy of this application signed and notarized.
- d. One (1) electronic copy of the site plan, development plan, or concept plan or landscape plan where applicable.
- e. One (1) electronic copy of the Tree Survey drawn to the largest practical scale and indicating the items as required by the Town's Tree Ordinance.
- f. One (1) electronic copy of photograph(s) or other evidence indicating that (a) sign(s) has/have been placed on the lot or tract as required by Chapter 94 of the Town's code of ordinances. Photograph(s) shall be taken from the street(s).
- g. One (1) electronic copy of a photograph for each tree requiring a tree removal permit, which is proposed for removal.
- h. One (1) electronic copy of a written document fully explaining the reasons for removal of the Protected, Specimen or Historic tree (LOI).



PENTAVIA

C U S T O M H O M E S

May 5, 2025

James Hoefert
Environmental Review Analyst
Town of Flower Mound
james.hoefert@flower-mound.com

Re: Tree Removal – 4408 Overlook Ridge

Dear Mr. Hoefert,

On behalf of the property owner, this letter is to constitute the required letter of intent for removal of specimen tree #660 as shown on the enclosed tree protection plan for the property located at 4408 Overlook Ridge, Flower Mound, TX.

The reasons why removal of this tree is necessary are:

1. The tree is located directly within the designated build pad of the new residential home and conflicts with the planned foundation.
2. Due to the topography of the lot and existing completed engineering work, shifting the home further back on the lot to avoid the tree is not feasible or recommended.
3. There is insufficient side yard setback to shift the home laterally to either side and still meet zoning and design requirements.
4. Attempting to design the home around the tree would require a complete redesign of the architectural, structural, and civil engineering plans, which would result in substantial additional cost and effort.
5. The burden of such redesign efforts would significantly delay the construction schedule and impose an undue financial hardship on the property owner.

Given the reasons stated above, we respectfully request that the ECC committee render a recommendation of 'removal' to the Town, and that the Town grant the same.

Thank you for your time and consideration. Please feel free to reach out with any questions or to request additional documentation.

Regards,

Laura Gallegos
Pre-Construction Coordinator
PentaVia Custom Homes



PROPOSED

TREE REMOVAL
PERMIT
TRP25-0004



972-874-6340

PENTAVIA
CUSTOM HOMES

817.768.3884
PENTAVIACUSTOMHOMES.COM

SOLD



ENVIRONMENTAL CONSERVATION COMMISSION AGENDA J.1. WORK SESSION ITEM

DATE: June 3, 2025
FROM: Tyler Leverenz
ITEM: **Sustainability Initiatives Mid-Cycle Update.**

BACKGROUND: This work session item provides the Environmental Conservation Commission (ECC) the opportunity to review their current progress on the ECC's Sustainability Initiatives for the 2024/2025 2-year cycle. The ECC reviews the sustainability initiatives and associated objectives annually.

The attachments include the current ECC Sustainability Initiatives for the 2024-2025 2-year cycle.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES:

FISCAL IMPACT: NA

LEGAL REVIEW: NA

ATTACHMENTS:

1. 2024-2025 Sustainability Initiatives

DRAFT MOTION: This item is for discussion purposes.

ECC Sustainability Initiatives 2024/2025

MISSION STATEMENT: To promote responsible environmental stewardship by adopting policies and procedures that will enhance our quality of life and benefit our future communities while preserving our heritage.

Focus	(ID)	Action Items (Initiatves)
Water Conservation and Stormwater Protection	24-2	Promote the use of native and drought tolerant landscaping
		Community outreach and Stream Team
		Water Conservation and Stormwater education through Utility Bill
		Drought Tolerant landscaping practices at Town Facilities
Energy and Emmissions		Energy Audit/ increase energy efficiency of Town facilities
		GHG inventory
		Include green building principles for new Town projects
Urban Forestry and Natural Environment	24-1	Develop and implement plan for increasing tree canopy
		Development and Certification of Town Arboretum
		Community outreach on Open Spaces and tree health education
		Acorns to Oaks Growing Program
Waste Reduction and Recycling	22-1	Develop and make recommendation for Green Waste recycling
	22-2	Promote recycling at Town Facilities
		Create 'Green' purchasing policy for Town entities
		Develop and make recommendation for Multi-Family recycling
		Promote food waste reduction and the use of composting
Outreach and Education	22-3	Promote Wildlife Habitat Program
		Environmental Education Program
		Environmental Outreach Events
		Environmental Services Video Series