

FANNIN COUNTY SUBDIVISION COMMITTEE

07/27/2023 Meeting Minutes

THE STATE OF TEXAS, COUNTY OF FANNIN

On Thursday, July 27, 2023 the Fannin County Subdivision Committee held a public meeting after public notice was posted on with the following board members being present:

Board members present:

Commissioner A.J. Self	Tammy Biggar
Matt Simpson	Laura Robinson
Judge Cunningham	Maureen Henderson
Richard Glaser	Di Hopkins

Guests & others present: Carla Easton, Mark Sanderson, Ben Pool.

1. Call to Order / Establish Quorum;

Called to order at 9:04am 7 present and 2 absent

2. Introductions;

Carla Easton from EST, Ben Pool a local developer, Mark Sanderson Open Arms Director.

3. Public Forum;

Judge Cunningham spoke regarding focusing on a 5 year plan, maintaining that the regulations are easy to read and understand, fair and equal for all and align with the law.

Mark Sanderson shared his experience with startup fees for the Sheriff's department in Collin County, highly recommended we find a way to implement start up fees as soon as possible to catch up with development he offered his services wishing improve the standard of living in the County.

4. Approve Meeting Minutes from: 06/29/2023

Changes need to be made, to the date and Development Services Director name needs to be corrected.

Motion: Maureen 2nd: Richard Glaser Passes: 6-0

Judge abstained from vote since he was not on the committee at the last meeting

5. Discussion consideration and action regarding subdivision regulations- AJ Self:

County Clerk Ms. Biggar had concerns on some of the Plat verbiage requiring the County Clerk signature: "Acceptance of Dedication of any public ways" And a sentence in "County Clerks Approval" Ms. Biggar stated the County Clerk's office the County Clerks Primary job is to file and store documents not to verify developers compliance with regulations. Carla Easton mentioned that she believed the verbiage is intended to show that the plat is approved by Commissioner's Court and that The Commissioners Court found it to be in compliance. Judge Cunningham recommended that we make sure the responsibility is on the developer and that they are complying and not the County Clerk's office.

Commissioner A.J. Self-asked if there was a need for paper if we have digital? Di Hopkins believes it will still be necessary, we may need a big paper copy of the Preliminary plat for Utility Companies to see and final plat papers are given back to the developers for their needs. Many counties have moved away from Mylar, because most are digital now. Judge Cunningham asked Ms. Biggar about how far in the future before we are able to go paperless. Ms. Biggar stated that a digital scanner is in next year's budget and believes that in about two years they should be almost paperless. Carla Easton said that generally the process is to have one paper copy that is signed by all and stamped where necessary, that is scanned in and then it can be disposed of. Not many Counties do e-signing yet. It was decided that for the preliminary plat: one digital copy and two paper copies, final plat: one digital one Mylar and two paper copies would be necessary.

A House Bill has been passed House Bill 3699 and 3492 that will change the way fees are done. The County Judge Cunningham added that in the past our fees have been low and that we need to increase our

prices. Judge Cunningham discussed how a Developer could bring Development Services a plat certified by an engineer from a preapproved list. The third party engineer would ensure that everything is in compliance with our regulations. We would have a short list of 3-5 highly qualified engineers.

Commissioner Self discussed having development fees put into a separate fund for each precinct so that engineers could be hired as and when needed for: certification of Plats, Roads, drainage and even septic if it was thought necessary.

It was discussed that we cannot take fees and place them in separate accounts because then it can be conceived as a tax, we need to charge a clear predetermined amount for a service.

This led to a discussion on what would trigger the need for a development contract to cover such things as startup fees for EMS, Sheriff & Fire. A protocol needs to be added to the regulations that let the developer know what is required from them at the earliest possible stage. Discussion was also had on county roads needing to be widened and cost of Utilities and easements needing to be moved.

6. Discussion, consideration and action regarding adding verbiage for MUDs, PIDs etc. to subdivision regulations –Di Hopkins:

Di Hopkins asked to have verbiage added to the regulations that clearly defines what must be on a plat for each instance.

Discussion was had regarding Developers wanting to transfer responsibilities of roads over to MUDs. If a subdivision is not private then they still must comply with restrictions given. There are concerns that if a MUD, or PID etc. fails we must clearly make sure the property owners understand it will then be their responsibility to maintain their roads it will not be the Counties responsibility.

7. Discussion, consideration and action regarding start up fees for subdivision- Di Hopkins:

Carla is going to do some research on fees and procedures for development agreements. The Sheriff's office, fire department, and ambulance services will need to decide the number of roofs that will trigger the necessity for extra services.

8. Discussion, consideration and action regarding new Subdivision related topics in the County;

Ben Pool is developing in Savoy he had some questions on clarification of the handbook. He wanted to know if the utility lines needed to be outside the easement, it was understood that the utility lines need to be 10ft. outside of the County ROW /easement.

9. Set next Subdivision Committee Regular Meeting date.

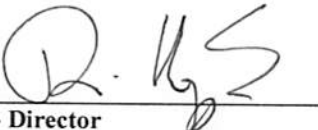
August 31, 2023 9:00 am Motion: Di Hopkins 2nd: Judge Cunningham Passed: 5-0

10. Adjourn

11:21am Motion: Tammy Biggar 2nd: Judge Cunningham Passed: 5-0

The above and foregoing represents true and correct minutes of the Fannin County Subdivision Committee meeting that was held on July 27, 2023 at 9:04 a.m.

ATTEST:



Di Hopkins- Director
Fannin County Development Services