



# CITY OF STAGECOACH, TEXAS

16930 BOOT HILL ROAD  
STAGECOACH, TX 77355

PHONE: 281-259-0224

FAX: 281-259-4963

www.stagecoachtx.us

MAYOR  
GALEN  
MANSEE

SECRETARY  
TREASURER  
COURT CLERK  
BRENDA  
RUTT

ALDERMAN  
POSITION I  
SHARON  
McCLURE

ALDERMAN  
POSITION II  
JIM  
COOLEY

ALDERMAN  
POSITION III  
JAMES  
OSTEEN

ALDERMAN  
POSITION IV  
MARK  
McGILL

ALDERMAN  
POSITION V  
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MUNICIPAL  
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CAROLYN  
COX

CHIEF OF  
POLICE  
MIKE  
WETHINGTON

PLANNING  
& ZONING  
COMMISSIONER  
CHUCK  
EVANS

FLOODPLAIN  
ADMINISTRATOR  
FRED  
HAGANS

CITY  
ATTORNEY  
JANICE  
BALDWIN

Dear Stagecoach Property Owner:

Attached are two City of Stagecoach ordinances that are applicable to any grading, timbering or building construction or reconstruction on any properties within Stagecoach's City limits. Included are the City's:

- ▶ PLANNING & ZONING ORDINANCE # O-2019-68 – Effective April 1, 2019;
- ▶ FLOODPLAIN ORDINANCE # O-2018-258 - Effective June 1, 2018.

The owner and builder must complete an Application for Building Permit and a Declaration of Compliance regarding cutting trees. For new construction, a floodplain certificate is required to obtain a septic permit from Montgomery County. The City's Floodplain Administer will issue a Certificate of Lot in Relation to Floodplain as required for each lot. If the property is in the 100-year floodplain, a Floodplain Development Permit will also need to be obtained. There is a checklist of compliance requirements for projects requiring architectural plans.

Each of these ordinances is self-explanatory. However, if you still have questions after carefully reading each ordinance please call the undersigned for assistance. Applications for permits are to be delivered or mailed to the undersigned at the City Center. Incomplete applications will be returned to the applicant noting the deficiencies in the application packet.

The Planning and Zoning Commission meets the second Tuesday of every month at 7:00 p.m. at the City Center to review applications. The application must be turned in to the City Secretary at least five (5) days prior to the meeting for it to be reviewed at the meeting.

The City of Stagecoach office hours are 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m., Monday through Thursday.

Sincerely,

Brenda Rutt  
City Secretary-Treasurer-Court Clerk

Rev. April 2019