

Regular Meeting of the Planning and Zoning Commission  
516 Ranch House Road, Willow Park, TX 76087  
Tuesday, September 6, 2011, 7:00 PM

MINUTES

I. CALL TO ORDER 7: 03pm

II. QUORUM CHECK

**Present:** Chairman David Fritz, Vice Chair Milton Bradley, Commissioners: Kierin Williams, Tim Koirtyohann, Bernard Suchocki, JoAnn Cassidy, Kyla Davis, and Development Services Director Becky Stokes

**Absent:** Alternate Marci Parker

III. APPROVAL OF PREVIOUS MINUTES

Minutes of July 5, 2011

After a short discussion a motion was made by Commissioner Koirtyohann to table the minutes of July 5, 2011 until the next meeting to find out what staff representative was present, seconded by Commissioner Davis.

**Aye votes:** Vice Chair Bradley, Commissioners: Williams, Koirtyohann, Suchocki, Cassidy and Davis

**Nay votes:** None

**Abstain:** None

**Motion passed with a vote of 6-0-0**

Minutes of July 28, 2011

After a short discussion to amend the minutes to include Vice Chair Bradley as being present for the July 28, 2011 meeting and verify status of Commissioner Cassidy as an Alternate or Commissioner, motion was made to accept the minutes with amendments by Commissioner Williams, seconded by Commissioner Koirtyohann

**Aye votes:** Vice Chair Bradley, Commissioners: Williams, Koirtyohann, Suchocki, Cassidy and Davis

**Nay votes:** None

**Abstain:** None

**Motion passed with a vote of 6-0-0**

Minutes of August 2, 2011

Motion was made by Commissioner Koirtyohann to approve the minutes for August 2, 2011 as written, seconded by Commissioner Bradley

**Aye votes:** Vice Chair Bradley, Commissioners: Koirtyohann, Suchocki, Cassidy and Davis

**Nay votes:** None

**Abstain:** Commissioner Williams

**Motion passed with a vote of 5-0-1**

Minutes of August 18, 2011

After a discussion on the minutes of August 18, 2011, a motion was made to postpone the minutes until the next meeting, seconded by Commissioner Williams

**Aye votes:** Vice Chair Bradley, Commissioners: Williams, Koirtyohann, Suchocki, and Cassidy

**Nay votes:** None

**Abstain:** Commissioner Davis

**Motion passed with a vote of 5-0-1**

### III. NEW BUSINESS

#### **Discussion/Action - Recommendations from the Board of Adjustments (Jay Atwood)**

Father Jay Atwood, BOA member spoke to the commission recommending that members of the BOA, P&Z and City Council form Ad Hoc committees to make corrections in the Code of Ordinance and also to create a few new ordinances such as Alternative Energy, Hard Surface Parking etc.

Motion was made by Commissioner Koirtyohann to recommend to the City Council to support the BOA recommendations and support them in forming the Ad Hoc committees, seconded by Commissioner Williams.

**Aye votes:** Vice Chair Bradley, Commissioners: Williams, Koirtyohann, Suchocki, Cassidy and Davis

**Nay votes:** None

**Abstain:** None

**Motion passed with a vote of 6-0-0**

#### **Discussion/Action – Consider and take action setting a date and time for a workshop (Chairman Fritz)**

Chairman Fritz discussed forming Ad Hoc committees to work with Council Member Amy Podany to assist in creating/streamlining the Policies and Procedures for the City. Commissioners Bradley, Davis and Cassidy volunteered to assist on the committee.

No action was taken on this item

#### **Discussion– Protocol for P&Z Commissioners while in attendance of City Council meetings (Chairman Fritz)**

Chairman Fritz discussed actions that had taken place at a recent City Council meeting in which some of the Council members, fellow P&Z members, staff and general public felt were not proper. He stated that expressing, debating and justifying actions were an unwelcome and a breach of protocol. Members should limit their actions to observing unless asked to speak.

Commissioners Koirtyohann stated that they felt that they had the right as anyone to speak to the Council. Commissioner Bradley stated that he felt that there should be only one voice from the P&Z but he felt that he should be able to speak as an HOA President and a home owner.

Commissioner Suchocki discussed that he should have the right to speak and will do the same again. He said that he felt that there was not enough evidence presented to go forward with the apartment complex and if he feels it's in the interest of the citizens of Willow Park he will speak again.

Commissioner Suchocki stated that he will get up and speak again and that he will not say that he is from the P&Z but he is a citizen.

Commissioner Koirtyohann said that he will state that he is a citizen unless he is trying to correct the record on something he feels was not addressed properly.

Police Chief Brad Johnson suggested to Chairman Fritz that he get with Rider Scott and the board create some Bylaws that would cover this type of issue.

#### **Discussion/Action – Meet and interview applicants, Brian Thornburg and James Mullins as possible Alternates to the P&Z Commission**

Brian Thornburg introduced himself and told the commission a little about himself, his life, his work in management and activities in his church. He is interested in serving the community

James Mullins introduced himself and told some about his background in the military for 5 ½ yrs. and is currently working at Lockheed. He explained that he is passionate about what he does. He is also interested in the future of Willow Park and wants to be a part of it. After applying to both the BOA and the P&Z he has decided to stay with the P&Z.

A motion was made by Commissioner Koirtyohann to postpone appointing any Alternates until it is clarified through City Council the structure of the P&Z based upon a new Ordinance passed 7/18/2011 whereby there are no Alternates and the terms of the Commissioners were altered and also the current status of JoAnn Cassidy, seconded by Commissioner Williams.

**Aye votes:** Vice Chair Bradley, Commissioners: Williams, Koirtyohann, Suchocki, Cassidy and Davis

**Nay votes:** None

**Abstain:** None

**Motion passed with a vote of 6-0-0**

**Discussion – Protocol for scheduling P&Z Special Meetings and notice to Willow Park citizens.**

Commissioner Suchocki stated that he wants to research the Protocol of the P&Z and he would like for this item to be addressed again later. He has some information he would like to present for consideration. Commissioners Suchocki and Davis stated that they do not like that a Special Meeting may be called for any reason and they are not consulted on when they would be available.

Commissioner Koirtyohann discussed that the P&Z has the right to develop their own rules and procedures without approval of the Council.

## VII. ADJOURNMENT

With no further business a motion was made by Commissioner Koirtyohann to adjourn the meeting, seconded by Commissioner Williams.

**Aye votes:** Vice Chair Bradley, Commissioners: Williams, Koirtyohann, Suchocki, Cassidy and Davis

**Nay votes:** None

**Abstain:** None

**Motion passed with a vote of 6-0-0**

Chairman Fritz adjourned the meeting at 9:17

Chairman David Fritz



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City Secretary Yael Hoffman



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