

**Regular Meeting of the Planning and Zoning Commission
516 Ranch House Road, Willow Park, TX 76087
Tuesday, October 4, 2011, 7:00 PM**

MINUTES

I. CALL TO ORDER 7:02pm

II. QUORUM CHECK

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

Absent: Commissioner Kyla Davis

III. APPROVAL OF PREVIOUS MINUTES

Minutes of July 5, 2011

Motion was made by Commissioner Williams to approve the minutes of July 5, 2011, seconded by Commissioner Koirtyohann.

After a discussion a motion was made by Commissioner Koirtyohann to accept the amended minutes based on the recommendation to insert "and was seconded by Commissioner Koirtyohann", seconded by Commissioner Williams as amended.

Aye votes: Commissioners: Williams, Koirtyohann, Suchocki and Cassidy

Nay votes: None

Abstain: Vice Chair Bradley and Commissioner Parker

Motion passed with a vote of 4-0-2

Minutes of August 18, 2011

Motion was made by Commissioner Koirtyohann to open for discussion, seconded by Commissioner Williams.

Commissioners Suchocki and Bradley discussed different portions of the minutes of August 18, 2011.

Motion was by Commissioner Suchocki to amend the minutes by attaching the two handouts, seconded by Commissioner Bradley.

Commissioner Suchocki withdrew his motion.

Commissioner Bradley made a motion to amend the minutes, page two, paragraph two, to say "Commissioner Bradley spoke of his concerns that the well would produce 1 ½ times the water for the apartments and that there would be a hospital nearby that would need a large quantity of water", seconded by Commissioner Suchocki.

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

Nay votes: None

Abstain: None

Motion passed with a vote of 6-0-0

Motion was made by Commissioner Koirtyohann to postpone further consideration of the minutes until the next meeting of the P&Z in order to review the request by Commissioner Suchocki, seconded by Commissioner Williams.

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

Nay votes: None

Abstain: None

Motion passed with a vote of 6-0-0

Minutes of September 6, 2011

Motion was made by Commissioner Suchocki to open for discussion, seconded by Commissioner Koirtyohann.

Motion was made by Commissioner Suchocki to amend the minutes on page two, where it says "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", seconded by Commissioner Koirtyohann.

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

Nay votes: None

Abstain: None

Motion passed with a vote of 6-0-0

Motion was made by Commissioner Koirtyohann to accept the minutes as amended dated September 6, 2011, seconded by Commissioner Williams.

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

Nay votes: Commissioner Suchocki

Abstain: Alternate Parker

Motion passed with a vote of 4-1-1

IV. OLD BUSINESS

- A. Discussion/Action** – Consider and take action on proposing an ordinance to address the installation of wind and/or solar energy equipment (Tim Koirtyohann)

There was a long discussion between Ms. Long, Win-Gen Power, and several P&Z Commissioners concerning setbacks, sound levels, fall zones, colors, signage, flags and ordinances in other cities. Ms. Long stated concerns of the closing of the coal burning plants and the rise in cost of electricity in the next few years. Ms. Long offered to let the Commissioners visit her home where she has a wind turbine or another location where they recently installed a turbine.

There was no action taken

Aye votes: None

Nay votes: None

Abstain: None

Motion passed with a vote of 0-0-0

- B. Discussion/Action:** To consider and take action on the applications to the Planning & Zoning Commission by Brian Thornburg and James Mullins (David Fritz)

Chairman Fritz told the P&Z that in the past the Council would appoint a person to the P&Z Commission then the Commission would appoint them as Alternate or Commissioner.

Commissioners Koirtyohann, Bradley and Suchocki discussed the differences of candidates and the importance of diversity.

Commissioner Bradley made a motion to recommend to the City Council the appointment of Brian Thornburg to the P&Z Commission, seconded by Commissioner Suchocki.

Aye votes: Vice Chair Bradley, Commissioners: Williams, Suchocki, Cassidy and Alternate Parker

Nay votes: Commissioner Koirtyohann

Abstain: None

Motion passed with a vote of 5-1-0

C. Discussion – To discuss City Council action taken on recommendations from the Board of Adjustments as well as the amendment to the IH 20 Overlay District (David Fritz)

Chairman Fritz told the Commission that the Council had accepted the willingness to proceed with the Board of Adjustments recommendations to develop Ad Hoc committees. The amendment to the IH 20 Overlay District was also approved.

Chairman Fritz recessed @ 8:55pm for a short break.

Chairman Fritz reconvened the meeting @ 9:07pm

V. NEW BUSINESS

A. Discussion/Action: To consider and take action on City Council's new schedule and modification of the regularly scheduled meetings of the Planning & Zoning Commission (David Fritz)

Chairman Fritz discussed that the City Council has changed their meeting date to the second Tuesday of every month and they have suggested that the P&Z adopt a meeting date of the third Tuesday of every month. This will provide enough lead time for any action or recommendation from the P&Z for the Council to get notice out to the public pursuant to the 15th day before the date of the meeting. He said that the Municipal Court has expressed their willingness to move their meeting date so it would not conflict.

There was a discussion of who would be available on particular days of the week.

A motion was made by Commissioner Koirtyohann to move the regularly scheduled meetings to the third Tuesday of each month beginning at 6:30pm, seconded by Commissioner Parker.

Aye votes: Chairman Fritz, Commissioners: Williams, Koirtyohann and Alternate Parker

Nay votes: Vice Chair Bradley, Commissioner: Suchocki and Cassidy

Abstain: None

Motion passed with a vote of 4-3-0

Commissioner Koirtyohann suggested that Chairman Fritz check with the BOA to see if they are willing to change their meeting date in order to accommodate Commissioner Cassidy. Chairman Fritz agreed to check on the second Thursday as a meeting date.

There was a question as to whether the P&Z should meet again on the third Tuesday of this month. It was agreed not to meet.

B. Discussion/Action: To consider and take action on proposed/revised Rules and Procedures for the Planning & Zoning commission (Bernard Suchocki)

Commissioner Suchocki presented a Powerpoint® presentation on several issues that should to be addressed such as the Rules and Regulations for the P&Z as well as Special Meetings, conflict of interest, ethics, Alternate Members to the P&Z, requesting items on the agenda, P&Z membership, P&Z minutes, applications, staff burden of proof and reporting to City Council.

No action was taken on this item.

Aye votes: None

Nay votes: None

Abstain: None

Motion passed with a vote of 0-0-0

C. Discussion/Action: To consider and take action on a proposed ordinance to City Council to clarify Commissions' and terms of office (Bernard Suchocki)

Commissioner Suchocki made a motion to submit the draft as a recommendation to City Council, seconded by Commissioner Parker.

Motion was withdrawn. No action was taken.

VI. 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 Alternate Parker

Nay votes: None

Abstain: None

Motion passed with a vote of 6-0-0

Chairman Fritz adjourned the meeting at 10:26pm

Chairman David Fritz



City Secretary Yael Hoffman


