

Regular Meeting of the Planning and Zoning Commission
516 Ranch House Road, Willow Park, TX 76087
Tuesday, November 15, 2011, 6:30 PM

MINUTES

I. CALL TO ORDER @ 6:33pm

II. QUORUM CHECK

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

Absent: Commissioner Kyla Davis

III. APPROVAL OF PREVIOUS MINUTES

A. Minutes of August 18, 2011

There was a discussion on some spelling errors in the minutes.

Commissioner Suchocki made a motion to add an insert into the minutes of August 18th. Chairperson Fritz stated that according to Roberts Rules of Order, statements made by individual members are out of order, therefore, Chairperson Fritz ruled that the motion was out of order. A motion to suspend the Rules was made by Commissioner Koirtyohann, 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

A motion was made by Commissioner Suchocki to add the insert to the minutes, seconded by Alternate Parker

There was discussion on issues regarding what should be included in the minutes.

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

Nay votes: Commissioner Williams

Abstain: None

Motion passed with a vote of 5-1-0

B. Minutes of October 4, 2011

Motion was made by Commissioner Williams to accept the Regular Minutes of October 4, 2011, seconded by Vice Chair Bradley

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

III. OLD BUSINESS

A. Discussion/Action – Consider and take action the revised rules for the Planning & Zoning Commission (Bernard Suchocki)

It was decided by the Commission to spend approximately 20 minutes discussing the rules whereas members could express their opinions.

Motion was made by Commissioner Koirtyohann to postpone the agenda item until the next regular meeting, seconded by Vice Chair Bradley.

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

B. Discussion/Action: To consider and take action on submitting a written report to the City Council addressing the composition of the Planning & Zoning Commission (Bernard Suchocki)

There was a discussion on the terms of the Commission members. Commissioner Koirtyohann made a motion to Table this Agenda Item to Item C and take up where they left off, seconded by Vice Chair Bradley.

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

Nay votes: Commissioner Suchocki

Abstain: None

Motion passed with a vote of 5-1-0

C. Discussion/Action: Consider and take action on submitting a recommendation to the City Council for reappointment of Planning & Zoning Commissioners (David Fritz)

Discussion was continued on the reappointment of the Planning & Zoning Commissioners and Alternates. A motion was made by Commissioner Koirtyohann to make a recommendation to the City Council clarifying the membership and terms of office of the Planning & Zoning Commissioners as prescribed and edited, seconded by Alternate Parker.

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

IV. NEW BUSINESS

A. Discussion: Update on items currently being reviewed by staff

Chairperson Fritz discussed the status of the Zoning Map, Comprehensive Plan, Procedures and Requirements for Planning & Zoning, and the Green Energy Ordinance.

VII. ADJOURNMENT @ 8:26pm

With no further, business a motion was made by Commissioner Williams to adjourn the meeting, seconded by Vice Chair Bradley

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 8:26pm

Chairman David Fritz



City Secretary Yael Hoffman



BELNARD'S

~~ORDINANCE~~

A RECOMMENDATION TO THE CITY COUNCIL
AN ORDINANCE CLARIFYING THE MEMBERSHIP AND
TERMS OF OFFICE OF THE PLANNING AND ZONING COMMISSION

WHEREAS, the City of Willow Park,
Texas is a municipal corporation and general law city
organized under the laws of the State of Texas; and,

Afterwards, the appointments to the Planning
and Zoning Commission shall proceed
pursuant to Ordinance 636-11.

WHEREAS, it is the intent of the City of
Willow Park to provide for the public health,
safety and general welfare of the citizens and
their property; and,

PASSED and ADOPTED on this the ___ day
of October, 2011

Marvin Glasgow, Mayor

WHEREAS, Title 7 of the TEX. LOCAL
GOVT. CODE, provides for the regulation of
land use, structures, businesses and related
activities and in Subtitle A delegates to a
municipality the authority to create a Planning and
Zoning Commission; and,

Attest:

Candy Scott, City Secretary

WHEREAS, The City of Willow
Park did originally create and establish a Planning
& Zoning Commission in October 1969 that was
composed of five members, which functioned
for twenty-seven years; and,

Approved as to Form

Scott Rider, City Attorney

WHEREAS, the governing body of City
did, by the adoption of Ordinance Number 475-01,
on or about November 20, 2001, and amended
by Ordinance Number 636-11 on or about
provide for the organization, structure and procedures for the
Planning and Zoning Commission; and,

For Against

Marvin Glasgow, Mayor	___	___
Richard Neverdousky, Place 1	___	___
Gene Martin, Place 2	___	___
Amy Podany, Place 3	___	___
Mark Hickerson, Place 4	___	___
Hale Alderman, Place 5	___	___

WHEREAS, the governing body of City
may direct, specify or establish the structure of the
Commission or the manner in which the officers of
the Commission are designated or chosen.

NOW THEREFORE: BE IT ORDAINED BY
THE CITY COUNCIL OF THE CITY OF
WILLOW PARK, TEXAS:

Pursuant to SECTION 2, AMENDMENT of
Ordinance 636-11, 3. Membership, the City Council
hereby clarifies the membership and term of each of
the current duly appointed Commissioners by noting
the expiration of such Commissioner's term:

- David Fritz, Chairman, September 1, 2012 - PLACE 1
- Milton Bradley, Vice Chairman, September 1, 2012 - PLACE 2
- Tim Koirtyohann, Commissioner, September 1, 2012 PLACES 3
- Kierin Williams, Commissioner, September 1, 2013 PLACE 4
- Bernard R. Suchocki Commissioner, September 1, 2013 PLACES 5
- JoAnn Cassidy, Commissioner, September 1, 2013 PLACE 6
- Kyla Davis, Commissioner, September 1, 2013 ~~PLACE~~ PLACE 7

MARCE PARKER - ALTERNATE AT LARGE 1
SEPT 1, 2013
BR IAN THORNBERG, ALTERNATE AT LARGE 1
SEPT 1, 2013