

**Regular Meeting of the Planning and Zoning Commission
516 Ranch House Road, Willow Park, TX 76087
Tuesday, December 20, 2011, 6:30 PM**

MINUTES

I. CALL TO ORDER @ 7:02pm

II. QUORUM CHECK

Present: Chairman David Fritz, Vice Chair Milton Bradley, Commissioner JoAnn Cassidy, Alternate Brian Thornburg, Development Services Director Becky Stokes and City Attorney Rider Scott

Absent: Commissioners: Kierin Williams, Tim Koirtyohann, Bernard Suchocki, Kyla Davis and Alternate Marci Parker

III. APPROVAL OF PREVIOUS MINUTES

A. Minutes of August 18, 2011

Motion was made by Vice Chair Bradley to accept the minutes as written, seconded by Commissioner Cassidy

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioner Cassidy

Nay votes: None

Abstain: Alternate Thornburg

Motion passed with a vote of 3-0-1

B. Minutes of November 15, 2011

Motion was made by Vice Chair Bradley to accept the minutes as written, seconded by Alternate Thornburg

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioner Cassidy and Alternate Thornburg

Nay votes: None

Abstain: None

Motion passed with a vote of 4-0-0

IV. RECESS TO PUBLIC HEARING @ 7:04pm

- An application from DHKB Investments & DHKBS Investments to Replat Lot 6 & 7, Block 2, Willow Park Crossing, Phase One, being a Replat of portions of Pyle, an addition to the City of Willow Park as recorded in Plat Cabinet C, Slide 134, Plat Records, Parker County, Texas

There were no comments from the public

- An application from BARIP, Ltd to Replat Lots 1, 2, 3, Block 72R1, a Replat of portions of Blocks 19R1 and 72R1, El Chico Addition, Willow Park, Parker County, Texas

There were no comments from the public

V. CLOSE PUBLIC HEARING @ 7:06pm

VI. RECONVENE TO PUBLIC MEETING @ 7:06pm

VII. NEW BUSINESS

- A. Discussion/Action:** Consider and take action on the Replat of Lot 6 & 7, Block 2, Willow Park Crossing, Phase One, being a Replat of portions of Pyle, ad addition to the City of Willow Park as recorded in Plat Cabinet C, Slide 134, Plat Records, Parker County, Texas (Chairman Fritz)

Chairman Fritz stated that there were still some corrections that needed to be made to the Plat; City Attorney Rider Scott suggested that staff contact the applicant to suggest withdrawal of the application within 10 (ten) days or the action of the Planning & Zoning Commission will be to deny the application and the process will start over.

Motion was made by Vice Chair Bradley that the applicant for Willow Park Crossing be given an opportunity to clean up their plat giving them 10 (ten) days to withdraw their application or it will be denied by the Planning & Zoning Commission, seconded by Commissioner Cassidy.

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioner Cassidy and Alternate Thornburg

Nay votes: None

Abstain: None

Motion passed with a vote of 4-0-0

- B. Discussion/Action:** Consider and take action on the Replat of El Chico Addition, Lots 1, 2, 3, Block 72R1, a Replat of portions of Blocks 19R1 and 72R1, El Chico Addition of Willow Park, Parker County, Texas (Chairman Fritz)

Chairman Fritz stated that there were still some items that have yet to be addressed with the plat such as signature lines, Surveyor signature completed before approval by City Council, Survey line of I & GNRR County Survey Abstract No. 182 appears to be incorrect, the old northwest line of Block 72 and the old southwest line of Block 19 splitting Block 72 and 19 needs to be a solid line, the Coperate resolution showing the authority of BARIP, Ltd to convey title. The Deeds received show BARIP, Ltd is a Limited Partnership and Stacey Management is the General Partner. Alternate Thornburg stated that there is no ingress/egress easement going into the remainder of Block 19R1

Motion was made by Alternate Thornburg to recommend approval contingent on the five items being corrected before the next City Council meeting, seconded by Vice Chair Bradley.

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioner Cassidy and Alternate Thornburg

Nay votes: None

Abstain: None

Motion passed with a vote of 4-0-0

- C. Discussion/Action:** Request from City Administrator for the Interpretation on an unlisted Zoning Use (Chairman Fritz)

Chairman Fritz explained the reasoning for the request from the City Administrator.

Motion was made by Vice Chair Bradley to recommend that the City Council does adopt a resolution designating Self-Contained Public Storage as a permitted use in the Commercial District; any accessory storage buildings shall not extend beyond the width of the primary building or they are must be screened by a masonry fence, seconded by Commissioner Cassidy.

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioner Cassidy and Alternate Thornburg

Nay votes: None

Abstain: None

Motion passed with a vote of 4-0-0

IV. OLD BUSINESS

- A. Discussion/Action:** Consider and take action on the revised rules for the Planning & Zoning Commission (Chairman Fritz)

Motion was made by Vice Chair Bradley to create a sub-committee, consisting of Chairman Fritz and Vice Chair Bradley, to have input from the Planning & Zoning Commissioners submitted to them. Subject to a rule that the recommendation be unchangeable by any Commission member, they will rework the Policies and Procedures and bring the completed version back to the Planning & Zoning Commission for a final up or down vote. This should be complete and placed on the March agenda. The motion was seconded by Alternate Thornburg.

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioner Cassidy and Alternate Thornburg

Nay votes: None

Abstain: None

Motion passed with a vote of 4-0-0

- B. Discussion/Action:** Consider and take action on creating a Wind Energy Ordinance (Commissioner Koirtyohann)

There was no action taken on this item

VII. ADJOURNMENT @ 7:51 pm

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

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioner Cassidy and Alternate Thornburg

Nay votes: None

Abstain: None

Motion passed with a vote of 4-0-0

Chairman Fritz adjourned the meeting at 7:51pm

Chairman David Fritz

City Secretary Yael Hoffman
