Regular Meeting of the Planning and Zoning Commission
516 Ranch House Road, Willow Park, TX 76087
Tuesday, April 17, 2012, 6:30 PM

MINUTES

I. CALL TO ORDER @ 6:43pm

II. QUORUM CHECK

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

Absent: Commissioner Tim Koirtyohann

III. APPROVAL OF PREVIOUS MINUTES

A. Minutes of March 20, 2012

Motion was made by Commissioner Cassidy to accept the minutes with an amendment of the designation of Alternate Thornburg in the motion of item V. (A) seconded by Commissioner Johnson

Aye votes: Chairman Fritz, Commissioners Johnson, Suchocki, Cassidy and Alternate Thornburg
Nay votes: None
Abstain: Vice Chair Bradley and Commissioner Parker
Motion passed with a vote of 5-0-2

IV. RECESS TO PUBLIC HEARING @ 6:50

There was no one present to speak

V. CLOSE PUBLIC HEARING @ 6:51

VI. RECONVENE TO PUBLIC MEETING

VII. NEW BUSINESS

A. **Discussion/Action:** Consider and take action on the Replat of Lot 9-H and Lot 10-H Laguna Vista Estates. Whereas Ronald and Carolyn Williams (Lot 10-H) and Terry Williams (Lot 9-H) being the sole owners of a certain 2.151 acres tract of land being known as Lot 9-H and Lot 10-H, Laguna Vista Estates as recorded in volume 359-A, Page 68, Plat Records, Parker County, Texas, same being all of those certain tracts of land conveyed to Ronald and Carolyn Williams in Volume 2876, Page 26, and Terry Williams in volume 2128, Page 954, Real Records, Parker County, Texas (Chairman Fritz)

Commissioner Suchocki brought up a few of the issues that were in the staff comments. Development Services Director Stokes told the Commission that she had spoken with the surveyor regarding the outstanding issues and that all corrections could be made before being submitted to the City Council. There was a short discussion on holding a Special Meeting and it was decided to have the meeting on May 1st at 7:00pm

Motion was made by Vice Chair Bradley that the corrections are made by May 1, 2012, in the event they are not made by that time the action will be denied, seconded by Alternate Thornburg.

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioners Johnson, Suchocki, Cassidy, Parker and Alternate Thornburg
Nay votes: None
Abstain: Alternate Mullins
Motion passed with a vote of 7-0-1

Chairman Fritz requested a ten minute break at 7:10pm

Chairman Fritz reconvened the meeting at 7:19pm

B. Discussion/Action: Consider and take action on the Final Plat, Lot 1, Block A, The Village at Crown Park, being a Replat of Lot 2, Block B, Crown Pointe Addition as recorded in Cabinet D, Slide 148, Plat Records, Parker County, Texas (Chairman Fritz)

Commissioners discussed some items from the staff comments that appeared to still be incorrect. Mr. Chuck Stark, Engineer, explained that some of the items from the first submittal of staff comments were taken off of the second set of staff comments either because they were corrected or actually did not apply. Mr. Stark told the Commission that he felt some of the requests from staff were incorrect as it is mandated by the State Board of Professional Surveyors that they are not to sign and seal a document until it is deemed final and ready to file with the County Clerk. He stated that the "interior streets" are not streets but private driveways and he addressed several other issues that had already been corrected as required by the appropriate staff. He also asked the Commission to assist in getting the City Attorney to respond in a timely manner.

Motion was made by Commissioner Johnson to continue consideration on the Final Plat, Lot 1, Block A, as submitted to the May 1st agenda, seconded by Commissioner Parker.

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioners Johnson, Suchocki, Cassidy, Parker and Alternates Thornburg and Mullins
Nay votes: None
Abstain: None
Motion passed with a vote of 8-0-0

C. Discussion/Action: Consider and take action on a Site Plan for The Village at Crown Park, Lot 1, Block A, City of Willow Park, Parker County, Texas

Mr. Chuck Stark, Engineer, showed some graphics of the apartments to the Commission. The architect and landscape representatives also spoke on behalf of the development. There was a lengthy discussion on the flood plain, erosion control, and fencing, building height, traffic control, lighting and other aspects of the development. There was concern from Commissioner Bradley that the exterior cladding that will be used will look good now but will look like a dump in three years.

Motion was made by Commissioner Johnson to move this item to the May 1st agenda so they can get clarification on the masonry, building height and cupolas, seconded by Commissioner Parker.

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioners Johnson, Suchocki, Cassidy, Parker and Alternates Thornburg and Mullins
Nay votes: None
Abstain: None
Motion passed with a vote of 8-0-0

A statement by Development Services Director, Becky Stokes, was made to the Planning & Zoning Commission as follows: For the record, I would like for the Planning & Zoning Commission to know that I have amended the Minutes of February 21, 2012 as voted on and directed by the Planning & Zoning Commission. But, I would like for it to be noted that it does not correctly reflect what was actually said on the recorder and, furthermore, I will include a copy of the original minutes in the file.

VII. ADJOURNMENT @ 8:41 pm

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

Aye votes: Chairman Fritz, Vice Chair Bradley, Commissioners Johnson, Suchocki, Cassidy, Parker and Alternates Thornburg and Mullins
Nay votes: None
Abstain: None
Motion passed with a vote of 8-0-0

Chairman Fritz adjourned the meeting at 8:41pm

Chairman David Fritz

City Secretary Yael Hoffman