

**Special Meeting of the Planning and Zoning Commission
516 Ranch House Road, Willow Park, TX 76087
Saturday, November 28, 2012, 7:00 AM**

MINUTES

I. CALL TO ORDER @ 7:13pm

II. QUORUM CHECK

Present: Chairman David Fritz, Vice Chair JoAnn Cassidy, Commissioners: Marci Parker, James Mullins, Milton Bradley, and Development Services Director Becky Stokes

Absent: Commissioner Timothy Griffiths

II. APPROVAL OF PREVIOUS MINUTES

Regular Meeting October 16, 2012

Motion was made by Vice Chair Cassidy to accept the minutes of October 16th as written, seconded by Commissioner Bradley

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, Mullins, and Bradley

Nays: None

Abstain: None

Motion passed with a vote of 5-0-0

Motion was made by Vice Chair Cassidy to move Items B & C to the end of the agenda to become Items E & F, seconded by Commissioner Bradley

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, Mullins, and Bradley

Nays: None

Abstain: None

Motion passed with a vote of 5-0-0

IV. RECESS TO PUBLIC HEARING @ 7:17

A proposed amendment to Chapter 12 Zoning Regulations, Section 12.508 Class III – Business: ‘O’ Office District Regulations. The proposed amendment will be to remove medical, dental, eye, and optical offices as permitted uses from paragraph A. 5. – Professional Offices.

V. CLOSE PUBLIC HEARING @ 7:19pm

VI. RECONVENE TO PUBLIC MEETING @ 7:19pm

VII. OLD BUSINESS

A. Discussion/Action: Discuss and take action on the recommendation to appoint Marvin Glasgow as a P&Z member (Chairman Fritz)

After Chairman Fritz took the recommendation to City Council to approve Marvin Glasgow as a permanent Alternate he opted to rescind the recommendation.

Motion was made by Commissioner Bradley to recommend Marvin Glasgow as a full member to the P&Z, seconded by Vice Chair Cassidy

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, and Bradley
Nays: Commissioner Mullins
Abstain: None
Motion passed with a vote of 4-1-0

VIII. NEW BUSINESS

- A. Discussion/Action:** Consider and take action on the Replat, Lot 2R, Block 14, El Chico, being a replat of Lots 2 and 3, Block 14, El Chico, an Addition to the City of Willow Park, Parker County, Texas, according to the Plat thereof recorded in Cabinet C, Slide 542, Plat Records, Parker County, Texas (Chairman Fritz)

Motion was made by Commissioner Parker to recommend approval of the Replat of Lot 2R, Block 14, El Chico, being a replat of Lots 2 and 3, Block 14, El Chico, an Addition to the City of Willow Park, Parker County, Texas, seconded by Commissioner Mullins

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, Mullins, and Bradley
Nays: None
Abstain: None
Motion passed with a vote of 5-0-0

- B. Discussion/Action:** Consider and take action on the proposed amendment to Chapter 12 Zoning Regulations, Section 12.508 Class III – Business: ‘O’ Office District Regulations. The proposed amendment will be to remove medical, dental, eye, and optical offices as permitted uses from paragraph A. 5. – Professional Offices (Chairman Fritz)

Motion was made by Commissioner Mullins to defer this item to the next meeting until it can be clarified if it is 12.509 or 12.508 Class III – Business: ‘O’ Office District Regulations, seconded by Commissioner Parker.

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, Mullins, and Bradley
Nays: None
Abstain: None
Motion passed with a vote of 5-0-0

- C. Discussion/Action:** Consider and take action to determine if a 24-hour Minor ER use is allowed in ‘C’ Commercial zoned districts (Chairman Fritz)

Mr. Louie Lu spoke to the P&Z regarding the difference between an urgent care facility and a minor ER facility. He explained that it is an extended urgent care that can treat a trauma then be transported to a hospital. There will not be any overnight stay but stay long enough only to stabilize the patient. It’s a higher level of care from an urgent care facility

Commissioner Parker moved that we find that the 24-hour minor ER usage is allowed under Special Exception usage in the Class III Business Office district in the Commercial zoned district and not under Professional Offices, seconded by Commissioner Mullins

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, Mullins, and Bradley
Nays: None
Abstain: None
Motion passed with a vote of 5-0-0

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

Roburt Coates, Gerald Mayer, James Moeller, Powell Johnson, and David Palmer each spoke to the P&Z about their background, training, experiences and their desire to serve on the P&Z.

Commissioner Bradley discussed resigning from the P&Z since he will be traveling again beginning in January.

The Commission discussed and voted on each of the applicants.

Motion was made by Commissioner Mullins to recommend to the City Council the approval of Mr. Coates to the P&Z, seconded by Commissioner Parker

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, Mullins, and Bradley

Nays: None

Abstain: None

Motion passed with a vote of 5-0-0

Motion was made by Commissioner Mullins to recommend to the City Council the approval of Mr. Moeller, seconded by Commissioner Parker

Ayes: Chairman Fritz, Commissioners Parker, and Mullins

Nays: Vice Chair Cassidy and Commissioner Bradley

Abstain: None

Motion passed with a vote of 3-2-0

E. Discussion: Discuss creating an ordinance for Solar Panels (Vice Chair Cassidy)

Motion was made by Vice Chair Cassidy to postpone the discussion of Solar Panels until the December meeting, seconded by Commissioner Parker

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, Mullins, and Bradley

Nays: None

Abstain: None

Motion passed with a vote of 5-0-0

F. Discussion: Discuss amending Ordinance No. 364-94 relating to Garage Openings Facing Frontal Streets (Commissioner Mullins)

Commissioner discussed possible amendments in the wording of the ordinance.

IV. ADJOURNMENT @ 9:35pm

With no further business a motion was made by Commissioner Parker to adjourn the meeting, seconded by Commissioner Mullins

Ayes: Chairman Fritz, Vice Chair Cassidy, Commissioners Parker, Mullins, and Bradley

Nays: None

Abstain: None

Motion passed with a vote of 5-0-0

Chairman David Fritz



City Secretary Yael Hoffman


