



City of Willow Park  
Planning & Zoning Commission  
Regular Meeting - Tuesday, December 3, 2013 at 7:00 p.m.  
516 Ranch House Road, Willow Park, TX 76087

Minutes as Amended

1. Call to Order

Chair Mullins called the meeting to order at 7:00pm.

2. Determination Of Quorum

*Chair James Mullins*

*Vice Chair JoAnn Cassidy*

*Commissioner Marci Parker*

*Commissioner Tim Griffiths*

*Commissioner James Moeller*

*Commissioner David Fritz*

*Commissioner Stephen Zeman*

*Also Present;*

*Tommy Stewart - Development Director*

*Michelle Lowe - Planning Tech*

3. Approval of Previous Meeting's Minutes

**\*\*\* Commissioner Fritz moved to approve the November Minutes as presented, seconded by Commissioner Griffiths.**

Votes: Commissioners: Parker, Cassidy, Griffiths, Moeller and Fritz

Nay votes: None

Abstained: Stephen Zeman

Motion passed with a vote of 5-0-1

4. Discussed and made recommendation on a proposed Plat Amendment for Lot 1R – 16R, Block D, the Hunters Glen subdivision in an "R-5" Single Family Residential High Density zoned district.

**\*\*\* Commissioner Fritz moved to approve acknowledging that developer has agreed to the imposition of the additional impact fee for the one additional lot, seconded by Commissioner Griffiths.**

Votes: Commissioners: Parker, Cassidy, Griffiths, Moeller, Zeman and Fritz

Nay votes: None

Abstained: None

Motion passed with a vote of 6-0-0

5. Presentation of the Comprehensive Plan by Freese and Nichols Inc.
6. Presentation by various developers with potential projects.
7. Discussed/Action: To assign P&Z members to a subcommittee as stated in Resolution 07-13, for the purpose to work with Staff and the Mayor Pro Tem on a new Outdoor Advertisement (Signage) Ordinance.

**\*\*\* Commissioner Fritz moved to move Item 7 before Item 5 seconded by Commissioner Parker.**

Votes: Commissioners: Parker, Cassidy, Griffiths, Moeller, Zeman and Fritz

Nay votes: None

Abstained: None

Motion passed with a vote of 6-0-0

**David Fritz and James Moeller volunteered as members to the above subcommittee.**

8. Chair Mullins adjourned the meeting at 9:00 PM

**\*\*\* Commissioner Parker moved to adjourn, seconded by Commissioner Zeman.**

Votes: Commissioners: Parker, Cassidy, Griffiths, Moeller, Zeman and Fritz

Nay votes: None

Abstained: None

Motion passed with a vote of 6-0-0

  
P&Z chair  
James Mullins

  
City Secretary  
Yael Hoffman