



City of Westworth Village
 311 Burton Hill Road • Westworth Village, TX 76114
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PLANNING & ZONING COMMISSION MINUTES

**MONDAY
 AUGUST 1, 2017
 TIME: 5:30 PM**

**MUNICIPAL COMPLEX
 COUNCIL CHAMBERS
 311 BURTON HILL ROAD**

ATTENDEES:

Chairperson	Melva Campbell
Secretary	Darla Thornton
Member	Margaret Worthington
Member	Cheryl Chrisman
Member	John Hendrix
Member	Michael Lewis
Member	Riley Peveto
City Administrator	Roger Unger
Council Member	Steve Beckman
Council Member	Nick Encke
City Secretary	Brandy Barrett
Police Chief	Kevin Reaves
Director of Community Dev	David Curwen
Building Official	Nader Jeri

CALLED TO ORDER at 5:31 pm by Chairperson Melva Campbell.

ACTION ITEMS

- A.** Approval of Minutes from Planning and Zoning Meetings on June 1, 2017.
MOTION to approve the Planning & Zoning Minutes from the June 1, 2017 meeting.
 - **MADE BY:** Margaret Worthington. **SECOND BY:** Riley Peveto.
 - **Motion passed unanimously** by a vote of 7 Ayes and 0 Nays.

- B.** Discuss and take action regarding the Site Plan for 6600 Hawks Creek, Block 2, Lot 11-R1-R, The Shoppes of Hawks Creek Addition.
DISCUSSION:
 - Roger Unger, reviewed the project and noted that it was in compliance with the Planning and Zoning requirements and therefore must be approved.**MOTION to recommend the City Council approve the Site Plan for 6600 Westworth Blvd, Block 2, Lot 11-R1-R, The Shoppes of Hawks Creek Addition.**
MADE BY: Margaret Worthington. **SECOND BY:** Darla Thornton.
 - **Motion passed unanimously** by a vote of 7 Ayes and 0 Nays.

C. Discuss and take action the Site Plan for 180 Roaring Springs Road, Block 1, Lot 3R.

DISCUSSION:

- Roger Unger reviewed the project and noted the requested a height variance to 30 feet, with a 5-foot parapet. He stated that the Committee has two options, deny, or recommend approval subsequent to Zoning Board of Adjustment approval. He noted that the staff believed this professional office would be a better fit in this area, because of lighter traffic use, low noise and it was not a 24-hour commercial operation.
- Margaret Worthington did not believe the landscaping requirements had been meet. Roger Unger confirmed the landscaping requirements being considered were in compliance with the Planning and Zoning Ordinances. Ms. Worthington agreed that the building set back exceeded the minimum requirements, however, she contends this building would devalue the surrounding area and the landscaping is not compliant with the Ordinances.

MOTION to recommend they accept the Site Plan for 180 Roaring Springs Road, Block 1, Lot 3R; contingent on the granting of variances for building height and minimum side yard requirements in our Zoning Ordinances Sections 14.3.42 and 14.3.43 respectively, and should these variances be granted that the lesser landscaping requirements in 14.4.13(d) will be enforced.

The Chair requested the motion be repeated, Ms. Worthington repeated the motion and Roger Unger noted the motion was excessive and with Ms. Worthington's approval he restated her motion as follows "Recommend approval by the City Council subject to Zoning Board of Adjustment approval, a variance from 25 feet to 30 feet with a 5-foot parapet wall and a variance from 50-foot required landscaping to a 10-foot required landscaping." Ms. Worthington confirmed the restated motion was correct.

MADE BY: Margaret Worthington. **SECOND** by Cheryl Chrisman.

- Motion passed by a vote of 6 Ayes and 1 Nays (Riley Peveto).

D. Discuss and take action the Preliminary Plat for 308 Burton Hill Road.

DISCUSSION:

- Roger Unger noted this is the first time this piece of property has been platted. This is a preliminary plat and it meets all the requirements in our Ordinances. Approval is the only option available.

MOTION to recommend the City Council approve the Preliminary Plat for 308 Burton Hill Road.

MADE BY: Margaret Worthington. **SECOND** by Michael Lewis.

- Motion passed unanimously by a vote of 7 Ayes and 0 Nays.

DISCUSSION ITEM

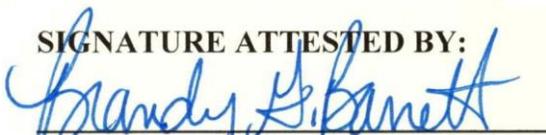
- A. Brandy Barrett announced there were no pending actions, the next meeting had been tentatively set for September 18th, but that date may change based on the projects submissions.

ADJOURNED at 6:04pm by Melva Campbell, Chair.

MINUTES APPROVED on this the 29th day of August, 2017



 Melva Campbell, Chair

SIGNATURE ATTESTED BY:


 Brandy G. Barrett, City Secretary

