



City of Westworth Village
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**JOINT PUBLIC HEARING and SPECIAL MEETING
of the CITY COUNCIL and PLANNING and ZONING COMMISSION
MEETING MINUTES**

**TUESDAY
JULY 31, 2012**

5:00 PM

ATTENDEES:

Mayor	Tony Yeager
Mayor Pro-Tem	Kelly Jones
Council Member	Jill Patton
Council Member	Nick Encke
Council Member	Steve Beckman
Council Member	Mike Coleman
P&Z Chairman	Melva Campbell
P&Z Member	Tom Weaver
P&Z Member	Jeannie Jones
P&Z Member	Jim Evans
P&Z Member	Margaret Worthington
City Administrator	Roger Unger
City Secretary	Carol Ann Borges
City Attorney	George Staples
Code Enforcement	Ryan Studdard

ABSENT:

P&Z Secretary	Darla Thornton
P&Z Member	Michael Lewis

GUESTS:

NAS JRB CO	Captain Robert Bennett
NAS JRB	Rachel Wiggins
Owner Rep	Melissa Huffman
Freese & Nichols	Robert McGee
Freese & Nichols	Alex Garcia

CALLED TO ORDER: Special Council Meeting at 5:00pm, by Mayor Yeager
P & Z Commission Meeting at 5:01pm, by Chairperson Melva Campbell

INVOCATION offered by Roger Unger.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

PRESENTATION FROM CAPTAIN BENNETT, COMMANDING OFFICER OF NAS-JRB

PLANNING & ZONING COMMISSION

- **Appoint the Chair of the P&Z Commission.** **MOTION** made by Jeannette Jones to appoint Melva Campbell as the Chair of the P&Z Commission. **SECOND** by Margaret Worthington. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- **Approval of Minutes from P&Z meeting on June 4, 2012.** **MOTION** made by Margaret Worthington to approve as written. **SECOND** by Tom Weaver. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

ITEM #1 – Amend Zoning Ordinance to reduce the required lot size to establish a Planned Development (PD).

OPEN PUBLIC HEARING #1 - P&Z opened at 5:19pm. Council opened at 5:19pm.

- City Administrator Roger Unger explained that a Planned Development (PD) is an overlay to existing zoning. Used correctly, it can protect both the City and a developer's interests.
- This situation is being brought forward because a company is interested in developing 6.5 acres of a twelve (12) acre tract, for a three stage elder facility: Independent Living, Assisted Living, and Memory Care. Currently, to build in the City under a PD requires 10 contiguous acres. Roger stated that the City could move to 0, 1, 5, or any other number of acres to facilitate this development.
- Melissa Huffman, representing the landowner, addressed the Council and P&Z Commission. Discussion ensued, with questions and answers from P&Z, Council, and Ms Huffman.

CLOSE PUBLIC HEARING #1 - P&Z closed at 5:38pm. Council closed at 5:39pm.

P&Z ACTION – Take action with respect to amending the Zoning Ordinance to reduce the required lot size to establish a Planned Development (PD) and make recommendation to Council.

- **MOTION** made by Jeannette Jones to recommend to Council that all Planned Development overlays in the City require a minimum of one acre. **SECOND** by Jim Evans. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

COUNCIL ACTION – Take action to approve **Ordinance No. 344**, amending the Zoning Ordinance by reducing the minimum lot size of Planned Development (PD) Districts.

- **MOTION** made by Steve Beckman to approve Ordinance No. 344, amending the Zoning Ordinance by **reducing the minimum lot size of all Planned Development overlays in the City to require a minimum of one acre.** **SECOND** by Mike Coleman. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

ITEM #2 – Re-zone the 4H tract of land, or portion thereof.

OPEN PUBLIC HEARING #2 - P&Z opened at 5:41pm. Council opened at 5:41pm.

- Roger Unger explained that the first public hearing [above] set the requirements for a Planned Development. This public hearing speaks directly to rezoning the twelve (12) acres to allow for the 6.5 acres to be developed using a PD.
- Melissa Huffman addressed Council and P&Z Commission. Extensive discussion continued as to the wishes of the landowner, the rights of the City, the history of zoning within the City, and the responsibilities of the developer. Attorney George Staples provided legal opinion.

CLOSE PUBLIC HEARING #2 - P&Z closed at 6:07pm. Council closed at 6:08pm.

P&Z ACTION – Take action with respect to re-zoning the 4H tract of land, or portion thereof, and make recommendation to Council.

- **MOTION** made by Jeannette Jones to recommend to Council that a Planned Development zoning overlay be placed over the entire 4H tract of land. **SECOND** by Margaret Worthington. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

COUNCIL ACTION – Take action to approve zoning the 4H tract of land, or portion thereof.

- **MOTION** made by Nick Encke to **rezone by placing a PD overlay on the entire 4H tract of land.** **SECOND** by Kelly Jones. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

ADJOURNED P & Z Commission at 6:10pm, by Chairperson Melva Campbell.

ITEM #3 – Discuss and take action to approve Engineering Design & Inspection Services Contract with Freese & Nichols for the Aton & Tracyne Project.

- Project includes pavement, sidewalk, and 8” water line reconstruction on West Aton Avenue, East Aton Avenue, and West Tracyne Street.
- Mr Robert McGee of Freese & Nichols addressed Council. Roger Unger stated that this is a standard engineering contract. This project was next in line as the continuing Capital Improvements Plan identified these streets as in the most need of repair. The City expects to continue its aggressive plan, in hopes of full reconstruction within 6-8 years. Roger anticipates that East Tracyne will be brought to Council for review this time next year.
- **MOTION** made by Steve Beckman to approve Engineering Design & Inspection Services Contract with Freese & Nichols for the Aton & Tracyne Project. **SECOND** by Jill Patton. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.

ITEM #4 – Discuss and take action with regard to iPADs for Council and management staff.

- Presentation by Carol Borges, City Secretary: Electronic Media vs Printed Packets. Discussion continued regarding cost/savings analysis, software applications, designated use, and security issues.
- **MOTION** made by Steve Beckman to approve the purchase of nine (9) iPad 3s, for Council and senior staff, subject determining if new equipment [i.e. version] is rolled out [by the iPad manufacturer] within three months. **SECOND** by Mike Coleman. Motion passed by a vote of 4 Ayes (Patton, Encke, Beckman, Coleman) and 1 Nay (Jones).

ADJOURNED Special Council at 6:50pm, by Mayor Yeager.

MINUTES TAKEN by Carol Borges, City Secretary.

MINUTES APPROVED on this, the 14th day of August, 2012.

MINUTES APPROVED BY:



Melva Campbell, P&Z Chairperson

SIGNATURE ATTESTED BY:




Darla Thornton, Recording Secretary



Anthony Yeager, Mayor

SIGNATURE ATTESTED BY:



Carol Ann Borges, City Secretary

