



City of Westworth Village
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PLANNING & ZONING COMMISSION MEETING MINUTES

**TUESDAY
JULY 7, 2015
TIME: 6:00 PM**

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

CALLED TO ORDER at 6:00pm by Chairperson Melva Campbell.

ATTENDEES:

Chairperson	Melva Campbell
Secretary	Darla Thornton
Member	Jeannette Jones
Member	Margaret Worthington
Member	Cheryl Chrisman
Member	Al Dias
City Administrator	Roger Unger
City Secretary	Carol Borges
Director of Community Dev	David Curwen
Code Enf/Bldg Inspec	Ryan Studdard
City Attorney	Ashley Dierker

GUESTS:

Raising Cane's Restaurant	Robert Montgomery, Director of Property Development
Wellness Institute project	Joe Howell - Property Owner

ABSENT:

Member	Michael Lewis
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ACTION ITEMS:

- I. **Approval of Minutes** from P&Z meeting on March 10, 2015.
 - **MOTION** to approve the minutes by Jeannette Jones. **SECOND** by Margaret Worthington. **Motion passed unanimously** by a vote of 6 Ayes and 0 Nays.

- II. **Receive presentation from City Attorney Ashley Dierker on the duties and responsibilities of the Planning & Zoning Commission Board as set forth by the State of Texas.**
 - City Administrator Roger Unger introduced City Attorney Ashley Dierker. Ashley provided an overview of the responsibilities, authority, and process by which a planning and zoning commission is governed. The P&Z Commission has discretion over zoning requests, but has almost no discretion regarding plats and site plans as long as they meet the standards and requirements as outlined in the City's Code of Ordinances. Ashley also discussed what is considered a conflict of interest and how the penal code deals with violations of misuse of power and confidential information.

III. Discuss and take action with respect to the Preliminary and Final Plat & Site Plan for Raising Cane's Restaurant.

- Mr Robert Montgomery is the Director of Property Development for Raising Cane's. He discussed the company's construction and business management model. This site is identified as their Prototype 2 Building Concept (there are four types).
- Ryan Studdard confirmed the site plan meets all city requirements; the City's engineers have verified appropriate drainage; and the fire marshal has confirmed the site plan conforms to the fire code. Ryan identified the Oncor underground electric easement on the final plat. Mr Montgomery discussed the tree mitigation and extensive landscape plans. Ryan recommended approval of the plat and site plan.
- **MOTION** made by Margaret Worthington to **approve the preliminary and final plats, including the Oncor electric easement revision, for Raising Cane's Restaurant.** **SECOND** by Cheryl Chrisman. **Motion passed unanimously** by a vote of 6 Ayes and 0 Nays.
- **MOTION** made by Jeannette Jones to **approve the site plan for Raising Cane's Restaurant.** **SECOND** by Margaret Worthington. **Motion passed unanimously** by a vote of 6 Ayes and 0 Nays.

IV. Discuss and take action with respect to the Preliminary Plat for PD-3, the i-Wellness Institute.

- Ryan stated the preliminary plat meets all city requirements. Ryan recommends approval with the note that roadway access be limited to Roaring Springs Road and no access from Rogner Road. Joe Howell clarified that Phase 1 is for a diagnostic facility and Phase 2 will be a research facility. The two buildings and parking garage will be connected by a drivable bridge with street access from Roaring Springs. A street light is planned for the intersection of Leonard Trail at Roaring Springs Road. Mr Howell has dedicated an easement to the City for trail development. Final plat and site plan is expected to be presented to the Commission in August.
- **MOTION** made by Jeannette Jones to **approve the preliminary plat for PD-3, the i-Wellness Institute, with roadway access limited to Roaring Springs Road and no access from Rogner Road.** **SECOND** by Margaret Worthington. **Motion passed unanimously** by a vote of 6 Ayes and 0 Nays.


V. Next meeting date TBD.

- Roger stated the Commission will likely meet at least six times over the next four months as new development is picking up.

ADJOURNED at 7:11pm by Chairperson Melva Campbell.

MINUTES taken by City Secretary Carol Borges.

MINUTES APPROVED BY:


Melva Campbell, Chair

on this, the 25th day of August, 2015.

SIGNATURE ATTESTED BY:


Darla Thornton, Recording Secretary

