



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

**TUESDAY  
NOVEMBER 3, 2015  
TIME: 5:30 PM**

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

<b>ATTENDEES:</b>	Chairperson	Melva Campbell
	Secretary	Darla Thornton
	Member	Jeannette Jones
	Member	Michael Lewis
	Member	Cheryl Chrisman
	Member	Al Dias
	Mayor	Tony Yeager
	Council Member	Carlos Zavala
	Council Member	Jill Patton
	Council Member	Nick Encke
	City Administrator	Roger Unger
	City Secretary	Carol Borges
	Director of Community Dev	David Curwen
	Building Official	Ryan Studdard
<b>ABSENT:</b>	Member	Margaret Worthington
<b>GUEST:</b>	Westworth Falls	Lee Nichol, Lee Nichol Interests LLC
	Springs Addition	Ottis Lee, Baird, Hampton & Brown
		Barry Hudson, Dunaway Associates

**CALLED TO ORDER at 5:30pm by Chairperson Melva Campbell.**

**OPENED PUBLIC HEARING at 5:30pm.**

Re-zone and re-plat 101 Kay Lane (T.H. McNaughton's Subdivision, Lot 1, .605 acres, Tarrant County Cornelius Connelly Survey) to be included in the Westworth Falls Subdivision, SF-B/PD.

- No public comments were received.

**CLOSED PUBLIC HEARING at 5:31pm.**

## Action Items:

- I. **Approval of Minutes** from P&Z meeting on August 25, 2015.
  - **MOTION to approve the minutes** by Michael Lewis. **SECOND** by Cheryl Chrisman. **Motion passed unanimously** by a vote of 6 Ayes and 0 Nays.
- II. Discuss and take action with respect to **Rezoning 101 Kay Lane to be incorporated into PD-4 Westworth Falls subdivision.**
  - Ryan Studdard stated the rezoning will allow the property to be divided into the two front lots of the subdivision. Melva Campbell confirmed the entrance to the subdivision will be widened.
  - **MOTION to approve rezoning 101 Kay Lane to be incorporated into PD-4 Westworth Falls subdivision** made by Michael Lewis. **SECOND** by Jeannette Jones. **Motion passed unanimously** by a vote of 6 Ayes and 0 Nays.
- III. Discuss and take action with respect to the **Final Plat for PD-4 Westworth Falls subdivision.**
  - Ryan stated the final plat is in compliance with city ordinances and has been reviewed by the City's engineers. The gate will be un-manned with key pad access. The Red Bird Lane gate will have Knox locks to provide emergency vehicle access only.
  - **MOTION to approve Final Plat for PD-4 Westworth Falls subdivision** made by Jeannette Jones. **SECOND** by Darla Thornton. **Motion passed unanimously** by a vote of 6 Ayes and 0 Nays.
- IV. Discuss and take action with respect to the **Concept Plan for PD-4 Westworth Falls subdivision.**
  - Mr Ottis Lee of Baird, Hampton & Brown stated the concept plan allows for 69 total lots. The front gate has a 100 foot (100') set back with right turn entrance and right turn exit only. Entering lane will allow stacking of four car lengths. A traffic analysis has been completed and submitted to the City. The entrance will be wide enough for a truck to turn around.
  - There is a permanent paved access easement to the Manus and Lawrence properties. The Kay Lane cul-de-sac will not be connected to the subdivision. Kay Lane border will have a permanent fence.
  - The trail system will not be accessible from any one lot but will be accessible through two gate connections on 7 acres of HOA open space property. The cell tower will be accessible off Westworth Court. Mature trees will be preserved in the center medians and have a calming effect on traffic.
  - Ryan thanked Mr Nichol for bringing such a good product to the City and addressing every request quickly. Melva thanked Ryan for his hard work and time in keeping the Commission members informed.
  - **MOTION to approve the Concept Plan for PD-4 Westworth Falls subdivision** made by Michael Lewis. **SECOND** by Darla Thornton. **Motion passed unanimously** by a vote of 6 Ayes and 0 Nays.
- V. Discuss and take action with respect to the **Final Plat for the Springs Addition, Lot 2 Block 1.**
  - Ryan stated the developer owns the three-lot Springs Addition which includes the middle lot discussed last month for the self-storage facility. Lots 1 and 3 are available for future development. The final plat is in compliance with city ordinances and has been reviewed by the City's engineers. The re-zoning request and site plan are expected to be presented in December.
  - Access to the properties will include a shared entrance on Roaring Springs Road and a rear entrance from Fairway Drive, behind the new Raising Cane's Restaurant.
  - Roger confirmed ordinances are in place for a developer to reimburse the City for water and waste water infrastructure costs, based on the square footage of the lot.

- **MOTION to approve the Final Plat for the Springs Addition, Lot 2 Block 1, made by Jeannette Jones. SECOND by Cheryl Chrisman. Motion passed unanimously by a vote of 6 Ayes and 0 Nays.**

**VI. Next meeting set for December 1<sup>st</sup> at 5:30pm.**

**ADJOURNED at 6:03pm by Chairperson Melva Campbell.**

**MINUTES taken by City Secretary Carol Borges.**

**MINUTES APPROVED BY:**

Melva Campbell on this, the 1<sup>st</sup> day of December, 2015.  
Melva Campbell, Chair

**SIGNATURE ATTESTED BY:**

Darla Thornton  
Darla Thornton, Recording Secretary

