



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

DATE: MARCH 12, 2013
TIME: 6:00 PM

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

P & Z:	Chairperson	Melva Campbell
	Secretary	Darla Thornton
	Member	Jeannette Jones
	Member	Margaret Worthington
	Member	Michael Lewis
	Member	Tom Weaver
	Member	Jim Evans
Council:	Council Member	Steve Beckman
	Council Member	Mike Coleman
	Council Member	Jill Patton
City & Guests:	City Administrator	Roger Unger
	City Secretary	Carol Borges
	Fire Chief	John Rodriguez
	Building Inspector	Jerome Walton
	Code Enforcement	Ryan Studdard
	HCGC Director of Golf	David Curwen
	HCGC Superintendent	Sterling Naron
	City Attorney	George Staples
	WRA Secretary	Ed Von Kohn
	WRA Member	Melissa Huffman
	CCPD Member	Patricia Stack
	Freese & Nichols Eng	Robert McGee
	NAS JRB Cmty Liaison	Rachel Wiggins
PD #1:	GHLA Architects	Gaylen Laing
	Baird Engineering	Bill Baird
	Covenant Group	Robert Bullock
PD #2:	Brown Family Dentistry	Dr and Mrs Kent Brown
	Builder	Bob Shaw
	Architect	Mike Barnes
	Baird Engineering	Trace Strevey

CALLED TO ORDER at 6:33pm by Chairperson Melva Campbell.

Action Items:

I. Approval of Minutes from P&Z meeting on February 12, 2013.

- **MOTION** made by Michael Lewis. **SECOND** by Jim Evans. **Motion passed unanimously**, by a vote of 7 Ayes and 0 Nays.

II. Discuss and take action to make a recommendation to Council with regard to the final approval of Planned Development #1 (IL/AL Complex), including site plan.

- Robert McGee, the City's Engineer, addressed the Commission regarding fire lanes, water pressure, and the need for a new water connection. Mike Lewis, Fire Marshall, stated he is satisfied with the fire plugs and continued the discussion regarding water pressure needs with Jerome Walton, City Inspector, and Fire Chief John Rodriguez. Standpipes need to be placed at both stairwells of the three-story building to provide adequate water pressure. There will be a total of six (6) fire hydrants onsite: three public and three new private hydrants.
- The state requires emergency call boxes by the pool area. The pool will be accessible only through the independent living courtyard. Attendants will be onsite during the day and key code entry will be available to residents in the evening. The fountains are above ground and of shallow depth. Electronic entry gates will have battery backup. Tree mitigation and landscaping plans meet the City's requirements. The number of parking spaces will be more than adequate as they are designed to accommodate family visits on holidays, etc. Most residents will not have their own vehicles. The complex will provide transportation for the residents. There will not be an in-house pharmacy. The dumpsters will be placed behind an 8' masonry wall so will not be an eyesore to adjacent property.
- Roger Unger stated that he expects changes will be made throughout the construction phase, as is normal for a project this size. Roger is very confident in Jerome's abilities with this project. The design team has been very responsive to the City's requests and requirements. Roger recommended approval.
- **MOTION** made by Jeanette Jones to **recommend final approval of PD #1 and site plan, including suggested recommendations by Fire Marshall and City Inspector. SECOND** by Margaret Worthington. **Motion passed unanimously**, by a vote of 7 Ayes and 0 Nays.

III. Discuss and take action to make a recommendation to Council with regard to the final approval of Planned Development #2 (Shaw-Stites' property), including site plan.

- Tonight's review is for the first building within PD-2. The PD will be amended when the second building is added. The second building is expected to be a one-story garden office.
- Roger Unger stated the custom design dental office building has met the City's requirements. Bob Shaw addressed the Commission regarding design, materials, colors, landscaping, etc. He expects the project will break ground within 90 days.
- **MOTION** made by Jeanette Jones to **recommend final approval of PD #2 and site plan, limited to building one only. SECOND** by Michael Lewis. **Motion passed unanimously**, by a vote of 7 Ayes and 0 Nays.

IV. The next P&Z meeting is expected on April 9th, prior to the Council meeting.

ADJOURNED at 7:09pm by Chairperson Melva Campbell

MINUTES taken by City Secretary Carol Borges.

MINUTES APPROVED BY:

Melva Campbell on this, the 14th day of MAY, 2013.
Melva Campbell, Chair

SIGNATURE ATTESTED BY:

Darla Thornton
Darla Thornton, Recording Secretary

