



CITY OF LAKE WORTH

PLANNING AND ZONING COMMISSION AGENDA

**3805 ADAM GRUBB
LAKE WORTH, TEXAS 76135
TUESDAY, OCTOBER 16, 2018**

REGULAR MEETING: 6:30 PM

Held in the City Council Chambers

A. CALL TO ORDER

A.1 ROLL CALL

A.2 INVOCATION AND PLEDGE OF ALLEGIANCE

A.3 SPECIAL PRESENTATION(S)

A.3.1 [Presentation – Administer Oaths of Office to reappointed Planning & Zoning Commission members, places 2, 4 and 6.](#)

B. MINUTES

B.1 [Approve minutes of the September 18, 2018 Planning & Zoning Commission meeting.](#)

C. GENERAL ITEMS

C.1 [Discuss and consider appointment of Planning & Zoning Commission Chair.](#)

C.2 [Discuss and consider appointment of Planning & Zoning Commission Vice Chair.](#)

D. STAFF REPORT(S) / ANNOUNCEMENT(S)

D.1 PLANNING & ZONING ADMINISTRATOR REPORTS:

1. Announce date of Annual Employee Appreciation Banquet.

E. EXECUTIVE SESSION

The Planning and Zoning Commission may enter into closed Executive Session as authorized by Chapter 551, Texas Government Code. Executive Session may be held at the end of the Regular Session or at any time during the meeting that a need arises for the Planning and Zoning Commission to seek advice from the city attorney (551.071) as to the posted subject matter of this Planning and Zoning Commission meeting.

The Planning and Zoning Commission may confer privately with its attorney to seek legal advice on any matter listed on the agenda or on any matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Texas Government Code.

EXECUTIVE SESSION ITEMS – PLANNING & ZONING COMMISSION MAY TAKE ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION LISTED ON THE AGENDA.

No items for this category.

F. ADJOURNMENT

All items on the agenda are for discussion and/or action.

Certification

I do hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, 3805 Adam Grubb, City of Lake Worth Texas in compliance with Chapter 551, Texas Government Code on **Friday, October 12, 2018 at 3:00 pm.**

Planning & Zoning Administrator

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 237-1211 ext. 105 for further information.

Lake Worth Planning and Zoning Commission Meeting – October 16, 2018

Agenda Item No. A.3.1

FROM: Suzanne Meason, Planning & Zoning Administrator

ITEM: Presentation – Administer Oaths of Office to reappointed Planning & Zoning Commission members, places 2, 4 and 6.

SUMMARY:

At the October 9, 2018, City Council meeting, Council reappointed the following individuals to serve on the Planning and Zoning Commission.

- Sherrie Kubala-Watkins Place 2 (reappointment)
- Patty Biggers Place 4 (reappointment)
- Diane Smith Place 6 (reappointment)

The Oath of Office will be administered during the October 18, 2018 regular meeting. All terms will expire on October 1, 2020. The forms to be completed will be made available to these members at the meeting, the attached forms are only informational in nature.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

Necessary members will take the Oath of Office.

Lake Worth Planning and Zoning Commission Meeting – October 16, 2018

Agenda Item No. B.1

FROM: Suzanne Meason, Planning & Zoning Administrator

ITEM: Approve minutes of the September 18, 2018 Planning & Zoning Commission meeting.

SUMMARY:

The minutes are approved by majority vote of the Commission at the Planning and Zoning Commission meeting.

The Planning and Development office prepares action minutes for each Planning and Zoning Commission meeting. The minutes for the previous meeting are placed on the agenda for review and approval by the Commission. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. September 18, 2018 Planning and Zoning Commission meeting minutes

RECOMMENDED MOTION OR ACTION:

Approve minutes of the September 18, 2018 Planning and Zoning Commission meeting.

**MINUTES OF THE REGULAR MEETING
OF THE PLANNING & ZONING COMMISSION OF THE
CITY OF LAKE WORTH, TEXAS
HELD IN CITY HALL, COUNCIL CHAMBERS, 3805 ADAM GRUBB
TUESDAY, SEPTEMBER 18, 2018**

REGULAR MEETING: 6:30 PM

A. CALL TO ORDER.

Vice-Chair Jeannie Turley called the Planning & Zoning Commission meeting to order at 6:32 p.m.

A.1 ROLL CALL.

Present:	Don Riley	Place 1
	Sherrie Kubala Watkins	Place 2
	Jeannie Turley	Vice Chair, Place 3
	Patty Biggers	Place 4
	Dianne Smith	Place 6
	Coy Pennington	Place 7
Absent:	Troy Jones	Place 5
Staff:	Suzanne Meason	Planning and Zoning Administrator

A.2 INVOCATION AND PLEDGE OF ALLEGIANCE.

Vice Chair Jeannie Turley gave invocation and attendees recited the pledge of allegiance.

B. MINUTES

B.1 APPROVE MINUTES OF THE AUGUST 21, 2018 PLANNING AND ZONING COMMISSION MEETING.

APPROVED

COMMISSIONER PATTY BIGGERS MADE A MOTION, SECONDED BY COMMISSIONER DIANE SMITH, TO APPROVE THE MINUTES OF THE AUGUST 21, 2018 PLANNING AND ZONING COMMISSION MEETING AS PRESENTED.

MOTION TO APPROVE CARRIED 6-0.

C. PUBLIC HEARINGS

C.1 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE No. PZ-2018-17, A PROPOSED REPLAT BEING ALL OF A 0.628-ACRE PARCEL OF LAND KNOWN AS BLOCK 13, LOT(S) 8, 9, AND 10, INDIAN OAKS SUBDIVISION OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED REPLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 13, LOT(S) 8-R, AND 10-R, INDIAN OAKS SUBDIVISION, WHICH IS GENERALLY DESCRIBED AS 3132 HURON TRAIL (LOT 8-R) AND 3128 HURON TRAIL (LOT 10-R), LAKE WORTH, TEXAS.

APPROVED

Vice-Chair Jeannie Turley opened the public hearing at 6:34 pm.

Ms. Meason presented the case to the Commission. She advised that this was the request of Jo and Harry Peterson and Jim McNally for a replat of the properties that they own noted above. It was discovered that the properties were illegally subdivided when Mr. Peterson made a building permit request to add on to his residence. In order to remedy the situation a replat was prepared to be heard by the Planning & Zoning Commission for recommendation to the City Council.

There being no one in the audience wishing to speak, Vice-Chair Jeannie Turley closed the public hearing at 6:37 pm and called for a motion.

COMMISSIONER SHERRIE KUBALA-WATKINS MADE A MOTION, SECONDED BY COMMISSIONER DON RILEY, TO APPROVE PLANNING AND ZONING CASE #PZ-2018-17 AS PRESENTED.

MOTION TO APPROVE CARRIED 6-0.

D. STAFF REPORT(S)/ANNOUNCEMENT(S)

**D.1 PLANNING & ZONING ADMINISTRATOR REPORTS:
1. COMMISSION REAPPLICATION(S)**

Ms. Meason advised that all applications had been turned in to be considered for reappointment by the Council.

E. EXECUTIVE SESSION

The Planning and Zoning Commission may enter into closed Executive Session as authorized by Chapter 551, Texas Government Code. Executive Session may

be held at the end of the Regular Session or at any time during the meeting that a need arises for the Planning and Zoning Commission to seek advice from the city attorney (551.071) as to the posted subject matter of this Planning and Zoning Commission meeting.

The Planning and Zoning Commission may confer privately with its attorney to seek legal advice on any matter listed on the agenda or on any matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Texas Government Code.

There were no items listed in Executive Session.

E. EXECUTIVE SESSION ITEMS – PLANNING & ZONING COMMISSION MAY TAKE ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION LISTED ON THE AGENDA.

There were no items listed in Executive Session.

F. ADJOURNMENT

Vice-Chair Jeannie Turley adjourned the meeting at 6:39 p.m.

APPROVED:

,Chair
Planning & Zoning Commission

ATTEST:

Suzanne Meason
Planning & Zoning Administrator

Lake Worth Planning and Zoning Commission Meeting – October 16, 2018

Agenda Item No. C.1

FROM: Suzanne Meason, Planning & Zoning Administrator

ITEM: Discuss and consider appointment of Planning & Zoning Commission Chair.

SUMMARY:

The purpose of this item is to appoint a member of the Planning and Zoning Commission to serve as the Commission Chair for a term of one year.

Pursuant to Section 14.701 (d) (1) of the Lake Worth Code of Ordinances the commission shall hold an organizational meeting in October of each year and shall elect a chairperson and vice-chairperson from among its members.

Current Commission members are Don Riley, Sherrie Kubala-Watkins, Jeannie Turley, Patty Biggers, Troy Jones, Diane Smith, and Coy Pennington.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

Take nominations and appoint a member of the Planning & Zoning Commission to serve as Commission Chair for a one year term.

Lake Worth Planning and Zoning Commission Meeting – October 16, 2018

Agenda Item No. C.2

FROM: Suzanne Meason, Planning & Zoning Administrator

ITEM: Discuss and consider appointment of Planning & Zoning Commission Vice Chair.

SUMMARY:

The purpose of this item is to appoint a member of the Planning and Zoning Commission to serve as the Commission Vice Chair for a term of one year.

Pursuant to Section 14.701 (d) (1) of the Lake Worth Code of Ordinances the commission shall hold an organizational meeting in October of each year and shall elect a chairperson and vice-chairperson from among its members.

The Vice Chair shall conduct meetings in the absence of the chair.

Current Commission members are Don Riley, Sherrie Kubala-Watkins, Jeannie Turley, Patty Biggers, Troy Jones, Diane Smith, and Coy Pennington.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

Take nominations and appoint a member of the Planning & Zoning Commission to serve as Commission Vice Chair for a one-year term.