



**MINUTES OF THE
TOWN OF WESTLAKE, TEXAS
PLANNING AND ZONING COMMISSION MEETING**

August 1, 2016

PRESENT: Chairman Tim Brittan, Commissioners Liz Garvin, Greg Goble, Ryan Groce, and Michelle Lee.

ABSENT: Alternate Ken Kraska and Sharon Sanden

OTHERS PRESENT: Town Manager Tom Brymer, Town Attorney Ben Stool, Town Secretary Kelly Edwards, Director of Public Works Jarrod Greenwood, Interim Director of Planning Rick Chaffin, Development Coordinator Joel Enders, Director of Building Construction/Zoning Enforcement Eddie Edwards and Communications Specialist Susan McFarland.

Work Session

1. CALL TO ORDER

Chairman Brittan called the work session to order at 5:00 p.m.

2. DISCUSSION REGARDING ITEMS LISTED ON THE REGULAR MEETING AGENDA.

No additional discussion.

3. DISCUSSION OF ITEMS TO BE PLACED ON FUTURE AGENDAS AND UPDATES ON DEVELOPMENT TRENDS, PROGRESS AND TOWN COUNCIL ACTIONS ON PAST AGENDA ITEMS.

Town Manager Brymer introduced our Summer interns working with the Town. He then provided an overview of the organizational structure changes in the Planning Department.

Staff provided an update regarding Quail Hollow update and shared a copy of the design manual for the subdivision.

Discussion ensued regarding the Phasing of the subdivision, a request for a Special Use Permit to allow a Batch Plat during the construction.

Staff provided an update regarding Granada Phase II which will begin concrete work within the next two weeks, final walk through should occur within 6-8 weeks, and that they could begin selling lots by November.

Staff provided an update regarding Entrada.

Discussion ensued regarding infrastructure, drainage, franchised utilities, construction of Arta, CO's for CVS and/or Primrose, retaining walls, the pedestrian bridge, retail corner, sanitary sewer, determine a phasing plan showing the completion of infrastructure, bell tower, an update on the gas well pad site, additional residential townhomes, lake homes the Hotel and Restaurant plan.

Staff provided an update regarding the sign construction at Fidelity.

Staff continues working with Hillwood regarding project Blizzard.

4. DISCUSSION REGARDING AN AMENDMENT TO CHAPTERS 1 AND 82, AMENDING CHAPTER 1, SECTION 1-2 BY DELETING THE DEFINITION OF PRELIMINARY PLAT AND ADDING THE DEFINITION OF SITE EVALUATION; AMENDING CHAPTER 82 PROVIDING FOR PRELIMINARY SITE EVALUATIONS AND PROVIDING STANDARDS FOR PRELIMINARY SITE EVALUATIONS AND PLATS.

Interim Director of Planning Chaffin provided a presentation and overview of the item.

Discussion ensued regarding the expiration of the submittal, assurances for the applicant, complete and incomplete submissions and the process for developers.

5. ADJOURNMENT

Chairman Brittan adjourned the work session at 5:57 p.m.

Regular Session

1. CALL TO ORDER

Chairman Brittan called the regular session to order at 6:06 p.m.

2. DISCUSSION AND CONSIDERATION OF THE MINUTES FROM THE MEETING HELD ON APRIL 25, 2016.

MOTION: Commissioner Goble made a motion to approve the minutes. Commissioner Garvin seconded the motion. The motion carried by a vote of 5-0.

3. CONDUCT A PUBLIC HEARING AND CONSIDER A RECOMMENDATION CONSIDERATION OF AN APPLICATION TO REPLAT AN APPROXIMATELY 2.616-ACRE PORTION OF PLANNED DEVELOPMENT DISTRICT 1, PLANNING AREA 2 (PD 1-2), ESTABLISHED BY ORDINANCE 703 FOR THE PROPERTY GENERALLY LOCATED SOUTH OF STATE HIGHWAY 114, EAST OF DAVIS BOULEVARD, AND NORTH OF SOLANA BOULEVARD, COMMONLY KNOWN AS WESTLAKE ENTRADA. THE REPLAT SHOWS BLOCK I, LOTS 1 AND 2X, AND BLOCK J, LOTS 11-16, 17X, 18X, AND 19X; THE PROPOSED LOTS ARE LOCATED NEAR THE INTERSECTION OF SOLANA BOULEVARD, GRANADA TRAIL, AND CORTES DRIVE.

Coordinator Enders provided a presentation and overview of the item as submitted noting the stipulations outlined in the Developers Agreement.

Discussion ensued regarding the previous approved plat and adjustments included in the replat as they design and develop the specific sites.

Mr. Beaty spoke in favor of the replat and provided an update regarding the development of this area.

Chairman Brittan opened the public hearing.

No one addressed the Commission.

Chairman Brittan closed the public hearing.

MOTION: Commissioner Groce made a motion to recommend approval of the replat. Commissioner Lee seconded the motion. The motion carried by a vote of 5-0.

4. ADJOURNMENT

There being no further business to come before the Commissioners, Chairman Brittan asked for a motion to adjourn.

MOTION: Commissioner Garvin made a motion to adjourn the meeting. Commissioner Goble seconded the motion. The motion carried by a vote of 5-0.

Chairman Brittan adjourned the meeting at 6:13 p.m.

APPROVED BY THE PLANNING AND ZONING COMMISSION ON SEPTEMBER 13, 2016.

ATTEST:



Kelly Edwards, Town Secretary



Chairman, Tim Brittan