



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

November 28, 2016

PRESENT: Chairman Tim Brittan, Commissioners Liz Garvin, Greg Goble, Ryan Groce, and Michelle Lee. Alternate Ken Kraska and Sharon Sanden.

ABSENT:

OTHERS PRESENT: Town Manager Tom Brymer, Town Attorney Cathy Cunningham, Town Secretary Kelly Edwards, Director of Planning Ron Ruthven, Fire Chief Richard Whitten, Deputy Chief John Ard, and Administrative Assistant Tanya Morris

Work Session

1. CALL TO ORDER

Chairman Brittan called the work session to order at 5:01 p.m.

Chairman Brittan moved to discuss item 3, of the agenda, to the last discussion item.

2. STANDING ITEM: PRESENTATION AND DISCUSSION OF DEVELOPMENT PROJECTS PER STAFF OCTOBER 2016 REPORT AND OCTOBER 2016 ENTRADA REPORT FROM THE DEVELOPER.

Town Manager Tom Brymer introduced Director Ron Ruthven and the discussion item.

Discussion ensued regarding Director Ruthven's role in the Planning Department and the future employment of a Building Official.

Director Ruthven provided updates regarding:

Entrada: progress on CVS, the Primrose construction, the Tower, Town Homes, progress on the gas well drilling site, infrastructure, and replat(s)

Granada: final plats for Phase II

Quail Hollow: final plats for Phase I and IIA, the engineering of the dam, and impact to downstream ponds and properties from erosion and silt runoff

Terra Bella: new home construction

Carlyle: new home construction

Discussion also ensued regarding Solana Blvd, Solana parking garage, Solana development, Charles Schwab, signalization at Davis Blvd./FM 1938 and Solana Blvd. at Hwy 114, discussions with City of Southlake regarding signalization at Kirkwood/Hwy 114 and Kirkwood/Dove and traffic impact analysis needed for TD Ameritrade.

3. DISCUSSION REGARDING PROPOSED TRANSFER DEVELOPMENT INTENSITY ORDINANCE.

Chairman Brittan moved this to the last discussion item.

Robin McCaffrey and Ashley Shook, Mesa Planning, provided a presentation and overview.

Discussion ensued regarding residential trips per day, dividing planned developments, transfer development opportunities between property owners, incentives for public land transfers, possible incentives for private development, such as a golf course, that that maintains aesthetics, view sheds and corridors, as outlined in the comprehensive plan, additional incentives for open space or public park space benefiting school use, reclaiming property in floodplains, and the process moving forward.

4. STANDING ITEM: DISCUSSION REGARDING COMPREHENSIVE PLAN RELATED ISSUES AND BOARD PROFESSIONAL DEVELOPMENT.

Director Ruthven provided an overview of the item.

Discussion ensued regarding the possibility of discussing a component of the Comprehensive Plan during each meeting and training opportunities for Commissioners in the local area.

Alternate Commissioner Sanden asked about Entrada residential lot information that was shown and then removed from the MLS listings. Town Manager Brymer stated that the Town has had discussions with the developer regarding the issue.

5. ADJOURNMENT

Chairman Brittan adjourned the work session at 6:28 p.m.

APPROVED BY THE PLANNING AND ZONING COMMISSION ON DECEMBER 6, 2016.


Chairman, Tim Brittan

ATTEST:

Tanya Morris, Administrative Assistant