



PLANNING & ZONING COMMISSION MEETING - MARCH 18, 2025 MINUTES

City Hall, 120 El Chico Trl., Suite A, Willow Park, TX 76087

Tuesday, March 18, 2025 at 6:00 PM

CALL TO ORDER

Meeting called to order at 6:05 p.m. by Co-Chair Commissioner Wilkins.

DETERMINATION OF QUORUM

Quorum confirmed.

PRESENT

Rodney Wilkins
Scott Smith
Ever Gomez

ABSENT

Jared Fowler
Zac Walker

Staff Present:

Toni Fisher, Assistant City Manager - Development

Chelsea Kirkland, Executive Assistant - Development & Public Works

PUBLIC COMMENTS (Limited to three minutes per person)

Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to three (3) minutes. The Texas Open Meetings Act provides the following:

A. If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:

- (1) A statement of specific factual information given in response to the inquiry; or
- (2) A recitation of existing policy in response to the inquiry.

B. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

None.

AGENDA ITEMS:

1. Approval of Planning & Zoning Meeting Minutes: January 21, 2025

Motion to approve minutes, as presented.

Motion made by Smith, Seconded by Gomez.

Voting Yea: Wilkins, Smith, Gomez

2. Discussion & Action: to approve the Replat of Lot 2R, Block 11, the Reserves at Trinity, Phase 2, being 45.37 Acres, situated in the A. McCarver Survey, Abstract No. 910, and in the W. Franklin Survey, Abstract No. 468, an addition to the City of Willow Park, Parker County, Texas.

In addition to the Staff Memo, Fisher stated that the green space shown on the plat was to include a hike & bike trail, as required per the Planned Development and dedicated to the city, and that this trail would be filed by separate instrument. Engineer for property owner, Josh Steiger of Graham Civil Engineering presented the plat plan for residential housing. He also pointed out that the lots to the east would include substantial retaining walls and that the subdivision has been engineered for proper drainage.

Motion to approve the Replat of Lot 2R, Block 11, the Reserves at Trinity, Phase 2, being 45.37 Acres, situated in the A. McCarver Survey, Abstract No. 910, and in the W. Franklin Survey, Abstract No. 468, an addition to the City of Willow Park, Parker County, Texas.

Motion made by Gomez, Seconded by Smith.

Voting Yea: Wilkins, Smith, Gomez

ADJOURNMENT

As authorized by Section 551.127, of the Texas Government Code, one or more Council Members or employees may attend this meeting remotely using video conferencing technology.

Meeting adjourned at 6:07p.m. by Co-Chair Commissioner Wilkins.

tfisher@willowpark.org Any member of the public has the right to appear at the Public Hearing. Please contact the Development Department at 817-441-7108 with any questions.

CERTIFICATION I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 120 El Chico Trail, Suite A, Willow Park, TX 76087, a place convenient and readily accessible to the general public at all times, and said Notice was

posted on the following date and time: March 14, 2025, at/by 5:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-441-7108, or by email at dmcullen@willowpark.org . Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at <http://www.willowparktx.gov/>

P&Z COMMISSION CHAIR/CO-CHAIR