



P&Z MEETING - JANUARY 16, 2024 AGENDA

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

Tuesday, January 16, 2024 at 6:00 PM

CALL TO ORDER

DETERMINATION OF QUORUM

APPROVAL OF MEETING MINUTES

1. Meeting Minutes for Planning & Zoning Meeting of October 17, 2023.

PUBLIC HEARING:

2. **PUBLIC HEARING:** to consider a request for change in rezoning from “Class II: Residential: ‘R-1’ Single-Family District” to “Class III – Business: ‘O’ Office District” for 721 Ranch House Road, Lot 1, Block 1 in the Willow Park Church of Christ Addition, City of Willow Park, Parker County, Texas.

ITEMS TO BE CONSIDERED AND ACTED UPON:

3. **Discussion & Action:** To consider a request for change in rezoning from “Class II: Residential: ‘R-1’ Single-Family District” to “Class III – Business: ‘O’ Office District” for 721 Ranch House Road, Lot 1, Block 1 in the Willow Park Church of Christ Addition, City of Willow Park, Parker County, Texas.

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.

Any member of the public has the right to appear at the Public Hearing. Please contact the Development Department at 817-441-7108 or 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/before the following date and time: January 12, 2024, 5:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

Toni Fisher

Planning and Development Director

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 cdozier@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 www.willowpark.org



P&Z MEETING 10.17.23 MINUTES

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

Tuesday, October 17, 2023 at 6:05 PM

CALL TO ORDER

Meeting called to order by Fowler at 6:05 p.m.

DETERMINATION OF QUORUM

Quorum met.

PRESENT

Jared Fowler
Billy Weikert
Sharon Bruton
Scott Smith

ABSENT

Rodney Wilkins
Zac Walker

Staff present: Toni Fisher, Planning & Development Director

APPROVAL OF MEETING MINUTES

1. Approval of meeting minutes: 8.15.23

Minutes approved.

Motion made by Smith, Seconded by Weikert.

Voting Yea: Fowler, Weikert, Bruton, Smith

ITEMS TO BE CONSIDERED AND ACTED UPON:

2. **Consideration & Action: Final Plat for Country Hollow residential subdivision, 102 Lots, being 19.167 acres, John H. Phelps Survey Tract, Abstract No. 1046, in the City of Willow Park, Parker County, Texas.**

Fisher presented that this is the second Final Plat presented, due to easement changes and proposed change of ownership, the first Final Plat was not filed; this will replace it. She also stated that the original plat had 98 single-family lots, as this one does, but the original had 3 common lots and this has 4.

Anthony Milbitz of TNP Engineering was present to address the Commission with any questions. Commissioners asked where the fourth common lot was, to which Milbitz explained it and its reasoning. Commission asked for start date to which Milbitz replied first of the year with a completion anticipated in 18 months.

Motion made by Bruton, Seconded by Weikert.

Voting Yea: Weikert, Bruton, Smith

Voting Nay: Fowler

3. Consideration & Action: Preliminary Plat for Lots 1-5, Haney Complex, being 31.247 acres, Eliza Oxer Survey, Abstract No. 1031, in the Extraterritorial Jurisdiction of the City of Willow Park, Parker County, Texas.

Fisher explained that the property owner was released from Aledo ETJ and accepted into Willow Park ETJ for the service of utilities with a Developer's Agreement to annex into the City of Willow Park as soon as possible.

Scott Crawford with Baird, Hampton & Brown was present to answer any questions regarding the Preliminary Plat or any Staff Corrections. He stated intentions of the property owner and that none of the outstanding corrections were of concern.

Motion made by Weikert, Seconded by Smith.

Voting Yea: Fowler, Weikert, Bruton, Smith

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 by Fowler at 6:26 p.m.

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/by the following date and time: Friday, October 13, 2023, 5:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

MINUTES APPROVED:

Jared Fowler, Chair

Date

Rodney Wilkins, Co-Chair



City of Willow Park

Notice of Public Hearing

The City of Willow Park Planning & Zoning will hold a public hearing on the matter listed below:

PUBLIC HEARING to consider a request for change in rezoning from “Class II: Residential: ‘R-1’ Single-Family District” to “Class III – Business: ‘O’ Office District” for 721 Ranch House Road, Lot 1, Block 1 in the Willow Park Church of Christ Addition, City of Willow Park, Parker County, Texas.

City Council Meeting: Tuesday, January 16, 2024
Time: 6:00 PM

Location: Willow Park City Hall
120 El Chico Trail, Ste A
Willow Park, TX 76087

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

The above notice was posted on the bulletin board at the City of Willow Park City Hall, Willow Park, Texas on/before January 5, 2024 by 5:00 p.m.

P&Z Meeting – 01.16.23

PUBLIC HEARING to consider a request for change in rezoning from “Class II: Residential: ‘R-1’ Single-Family District” to “Class III – Business: ‘O’ Office District” for 721 Ranch House Road, Lot 1, Block 1 in the Willow Park Church of Christ Addition, City of Willow Park, Parker County, Texas.

Notice of Public Hearing mailed to:

Property Owner
117 Sam Bass Rd
Willow Park TX 76087

Property Owner
1101 Sam Bass Rd
Willow Park TX 76087

Property Owner
116 Sam Bass Rd
Willow Park TX 76087

Property Owner
1100 Sam Bass Rd
Willow Park TX 76087

Property Owner
108 Sam Bass Rd
Willow Park TX 76087

Property Owner
601 Ranch House Rd
Willow Park TX 76087

Property Owner
100 Sam Bass Rd
Willow Park TX 76087

Dr. Susan Bohn, Superintendent
Aledo Independent School District
1008 Bailey Ranch Rd
Aledo TX 76008

Date mailed: 01/04/23

By: Toni Fisher, Planning & Development Director



PLANNING & ZONING AGENDA ITEM BRIEFING SHEET

Meeting Date: January 16, 2024	Department: Planning & Development	Presented By: Toni Fisher, Director
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AGENDA ITEM:

Discussion & Action: To consider a request for change in rezoning from “Class II: Residential: ‘R-1’ Single-Family District” to “Class III – Business: ‘O’ Office District” for 721 Ranch House Road, Lot 1, Block 1 in the Willow Park Church of Christ Addition, City of Willow Park, Parker County, Texas.

BACKGROUND:

The 1.0-acre property located at 721 Ranch House Road is owned by and was operated as Willow Park Church of Christ. The property is now listed for sale. They and their buyer, Aledo Legacy, LLC, have submitted this request for a change in the property’s zoning use from “R-1” Single-Family Residential to “O” Office District for the building’s use as a commercial office.

The P&Z Commission will conduct a Public Hearing for this zoning change request.

STAFF RECOMMENDATION:

The City Staff has reviewed this request and recommends its approval.

EXHIBITS:

- Rezoning Application & Attachments
- City Zoning Map

RECOMMENDED MOTION:

Motion to approve the request for a change in rezoning from “Class II: Residential: ‘R-1’ Single-Family District” to “Class III – Business: ‘O’ Office District” for 721 Ranch House Road, as presented.



ZONING CHANGE APPLICATION

Item 3.

Name of Applicant: Aledo Legacy, LLC

Mailing Address: 5777 E IH 20 Service Rd North Willow Park, TX 76087
Street City State Zip

Business Phone: _____ Cell: 817 371-6776

Email Address: JERRY@Z1@AOL.COM

Name of Property Owner: Willow Park Church of Christ (Robert Heil)

Mailing Address: 721 Ranch House Road, Willow Park TX 76087
Street City State Zip

Business Phone: 817-441-9056 Cell: 817-597-9566

Email Address: _____

Address of property requesting to be re-zoned: 721 RANCH HOUSE ROAD.

Legal Description: Lot: 1 Block: 1 Addition: Willow Park.

Current Zoning District: Residential

Requested Zoning District: Commercial office.

Reason for zoning request: No longer a church.

Does the Request conform to the proposed Future Land Use Map in the City's Comprehensive Plan? Y/N

APPLICATION FEE: \$250 and/or as per "Development Fee Schedule"

Any additional reasonable fees and/or costs which are required by the City of Willow Park for a proper review of this request are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building/property inspections and/or testing(s).

[Signature] 12/7/23
SIGNATURE OF APPLICANT DATE

ROBERT HEIL 01-04-2024
SIGNATURE OF PROPERTY OWNER* DATE

* If the Property Owner is represented by an alternate, a notarized letter of authorization must be submitted with Application.

Job No. 202310025
 721 Ranch House Road
 Plot Date: 11/10/23 11:45 am
 Scale: 1" = 40'

Item 3.

A SURVEY OF

721 RANCH HOUSE ROAD, WILLOW PARK, TX 76087
 LOT 1, BLOCK 1, WILLOW PARK CHURCH OF CHRIST ADDITION,
 AN ADDITION TO PARKER COUNTY, TEXAS, ACCORDING TO THE PLAT THEREOF
 RECORDED IN CABINET C, SLIDE 740, PLAT RECORDS, PARKER COUNTY, TEXAS.

LEGACY LAND AND TITLE - GF No. WP230590

10. The following matters and all terms of the documents creating or offering evidence of the matters (We must insert matters or delete this exception.):

g. Easement(s) and rights incidental thereto, as granted in a document:
 Granted to: Texas Electric Service Company Purpose: As provided in said document
 Recording Date: March 6, 1975 Recording No: Volume 602, Page 297, Real Property Records, Parker County, Texas (AS SHOWN)

h. Easement(s) and rights incidental thereto, as granted in a document:
 Granted to: Texas Electric Service Company Purpose: As provided in said document
 Recording Date: March 6, 1975 Recording No: Volume 602, Page 305, Real Property Records, Parker County, Texas (EASEMENT IS BLANKET IN NATURE)

i. Easement(s) and rights incidental thereto, as granted in a document:
 Granted to: Texas Electric Service Company Purpose: As provided in said document
 Recording Date: November 12, 1976 Recording No: Volume 654, Page 745, Real Property Records, Parker County, Texas (EASEMENT IS BLANKET IN NATURE)

FLOODPLAIN NOTE
 SUBJECT TRACT LOCATED IN ZONE X, AS SHOWN ON FEMA FIRM PANEL 48367C0300E, EFFECTIVE DATE 09/26/2008.
 INHERENT INACCURACIES OF FEMA OR FLOOD INSURANCE RATE MAPS PRECLUDE A SURVEYOR FROM CERTIFYING TO THE ACCURACIES OF LOCATIONS BASED ON SUCH MAPS.
 FLOODPLAIN INFORMATION HAS BEEN LISTED ON THIS SURVEY.

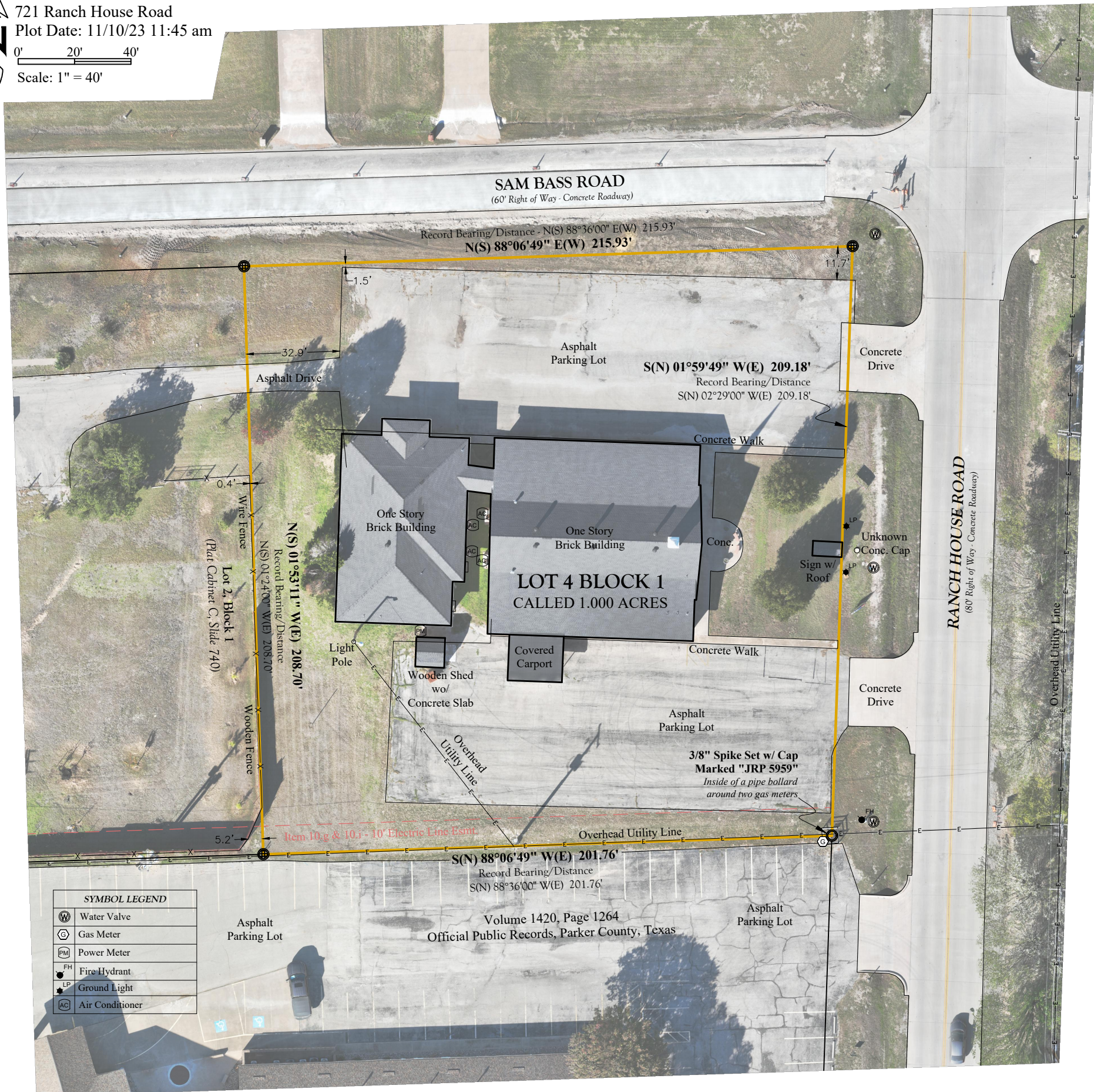
TITLE COMMITMENT NOTE
 THERE HAS BEEN NO ATTEMPT TO INTERPRET DEED RESTRICTIONS OR ZONING REGARDING THIS PROPERTY. ONLY VISIBLE UTILITIES AND EASEMENTS HAVE BEEN SHOWN ON THIS SURVEY AS LOCATED IN THE FIELD.

SURVEYORS NOTES
 1) UNDERGROUND UTILITIES HAVE NOT BEEN LOCATED, CALL 811 BEFORE EXCAVATION
 2) BEARINGS ARE BASED ON NAD 83 (2011), STATE PLANE COORDINATE SYSTEM, TEXAS NORTH CENTRAL ZONE, US SURVEY FEET
 3) SURVEYOR'S SIGNATURE WILL APPEAR IN BLUE INK ON ORIGINAL COPIES.
 4) ANY STOCK TANKS ARE DEPICTED AND ARE PROVIDED FOR INFORMATIONAL PURPOSES ONLY. SURVEYOR MAKES NO CERTIFICATION AS TO EXACT SIZE.
 5) THE SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT A CURRENT TITLE SEARCH MAY DISCLOSE.
 6) COMPLAINTS IN REGARD TO VIOLATIONS OF GENERAL RULES OF SURVEYING PROCEDURES AND PRACTICES SHOULD BE DIRECTED TO:
 Texas Board of Professional Engineers and Land Surveyors
 1917 S. Interstate 35 Austin, Texas 78741
 Website: <http://pels.texas.gov> Email: info@pels.texas.gov Phone: 512-440-7723

****LEGEND****

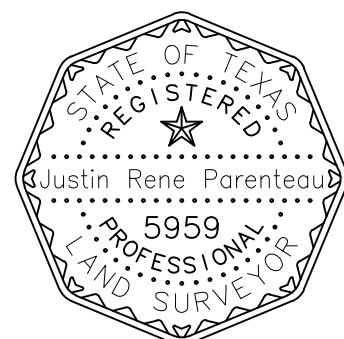
- ⊕ = 1/2 INCH IRON ROD FOUND
- ⊙ = 3/8 INCH SPIKE SET W/ CAP MARKED "JRP 5959"

I HEREBY CERTIFY THAT ALL DIMENSIONS, CALLS, SIZE, LOCATION AND TYPE OF IMPROVEMENTS SHOWN HEREON ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. THAT THERE ARE NO ENCROACHMENTS, PROTRUSIONS OR VISIBLE / APPARENT EASEMENTS, EXCEPT AS SHOWN ON THE PLAT. ALL INFORMATION SHOWN HEREON IS BASED ON FIELD DATA COLLECTED ON THE GROUND NOVEMBER 06, 2023. ALL ORIGINAL COPIES WILL BE SIGNED IN BLUE INK AND BE STAMPED WITH MY SEAL. IF THIS PLAT DOES NOT HAVE THESE TWO CONDITIONS FULFILLED IT IS A COPY AND MAY HAVE BEEN ALTERED. I ASSUME NO RESPONSIBILITY FOR COPIES OF THE PLAT OTHER THAN THE COPIES BEARING MY ORIGINAL SEAL AND SIGNATURE.



SYMBOL LEGEND	
⊕	Water Valve
⊙	Gas Meter
PM	Power Meter
FH	Fire Hydrant
LP	Ground Light
AC	Air Conditioner

Justin Parenteau
 JUSTIN RENE PARENTEAU
 REGISTERED PROFESSIONAL LAND SURVEYOR
 STATE OF TEXAS LICENSE No. 5959
 140 HACKBERRY POINTE DRIVE
 WEATHERFORD, TEXAS 76087
 PHONE No. 361-813-1888
 JUSTIN@NOCTUAMAPS.COM





Beds	N/A	Full Baths	N/A	Half Baths	N/A	MLS List Price	\$599,000	MLS List Date	10/02/2023
Bldg Sq Ft	7,123	Lot Sq Ft	43,560	MLS Yr Built	2005	Type	TAX EXEMPT		

OWNER INFORMATION

Owner Name	Willow Park Church Of Christ	Tax Billing Zip+4	7613
Tax Billing Address	721 Ranch House Rd	Owner Occupied	Yes
Tax Billing City & State	Willow Park, TX	Ownership Right Vesting	Corporation
Tax Billing Zip	76087		

LOCATION INFORMATION

Location City	Willow Park	MLS Sub Area	1
School District	Aledo ISD	Census Tract	1407.14
School District Code	AI	Carrier Route	R026
Subdivision	Willow Park Church Of	Within 250 Feet of Multiple Flood Zone	No
MLS Area (Tax)	146		

TAX INFORMATION

Tax ID	R000093785	% Improved	96%
Alternate Tax ID	1951300100100	Lot	1
Parcel ID	R000093785	Block	1
Legal Description	ACRES: 1.000 LOT: 1 BLK: 1 SUBD : WILLOW PARK CHURCH OF CHRIST ADDITION		

ASSESSMENT & TAX

Assessment Year	2023	2022	2021
Assessed Value - Total	\$725,310	\$534,060	\$534,060
Assessed Value - Land	\$30,000	\$30,000	\$30,000
Assessed Value - Improved	\$695,310	\$504,060	\$504,060
YOY Assessed Change (\$)	\$191,250	\$0	
YOY Assessed Change (%)	35.81%	0%	
Market Value - Total	\$725,310	\$534,060	\$534,060
Market Value - Land	\$30,000	\$30,000	\$30,000
Market Value - Improved	\$695,310	\$504,060	\$504,060

Tax Year	Total Tax	Change (\$)	Change (%)
2021	\$13,439		
2022	\$13,064	-\$375	-2.79%
2023	\$15,874	\$2,809	21.5%

Jurisdiction	Tax Amount	Tax Type	Tax Rate
Aledo ISD	\$8,758.12	Actual	1.2075
College	\$769.46	Actual	.10609
City Of Willow Park	\$2,883.81	Actual	.3976
Emergency Servise Dist 1	\$711.11	Actual	.09804
Hospital	\$669.04	Actual	.09224
Parker Co Lateral Road	\$406.07	Actual	.05599
Parker Co General	\$1,676.28	Actual	.23111
Total Estimated Tax Rate			2.1886

CHARACTERISTICS

Land Use - Corelogic	Tax Exempt	Stories	1
Land Use - State	Exempt Veterans	# of Buildings	1
Estimated Lot Acres	1	Porch	Open Porch
Estimated Lot Sq Ft	43,560	Porch 1 Area	50
Building Sq Ft	7,123	Garage Type	Carport
Total Building Sq Ft	7,123	Year Built	2005

Item 3.

FEATURES			
Feature Type	Unit	Size/Qty	Year Built
Living Area	S	4,480	2005
Carport	S	320	2005
Living Area	S	2,643	2005
Open Porch	S	50	2005

SELL SCORE			
Rating	N/A	Value As Of	N/A
Sell Score	N/A		

LISTING INFORMATION			
MLS Listing Number	20444324	MLS Current List Price	\$599,000
MLS Status	Active Option Contract	MLS Orig. List Price	\$599,000
MLS Status Change Date	10/26/2023	MLS Pending Date	10/25/2023
MLS Area (MLS)	WILLOW PARK	MLS Listing Agent	0642301-Janene Casey
MLS Listing Date	10/02/2023	MLS Listing Broker	RE/MAX TRINITY

LAST MARKET SALE & SALES HISTORY	
Buyer Name	Willow Park Church Of Christ
Seller Name	Owner Record
Document Number	585-86
Document Type	Deed (Reg)

OWNER TRANSFER INFORMATION	
Owner Name	Willow Park Church Of Christ

PROPERTY MAP

*Lot Dimensions are Estimated

CITY OF WILLOW PARK

ZONING MAP

SEPTEMBER 2023



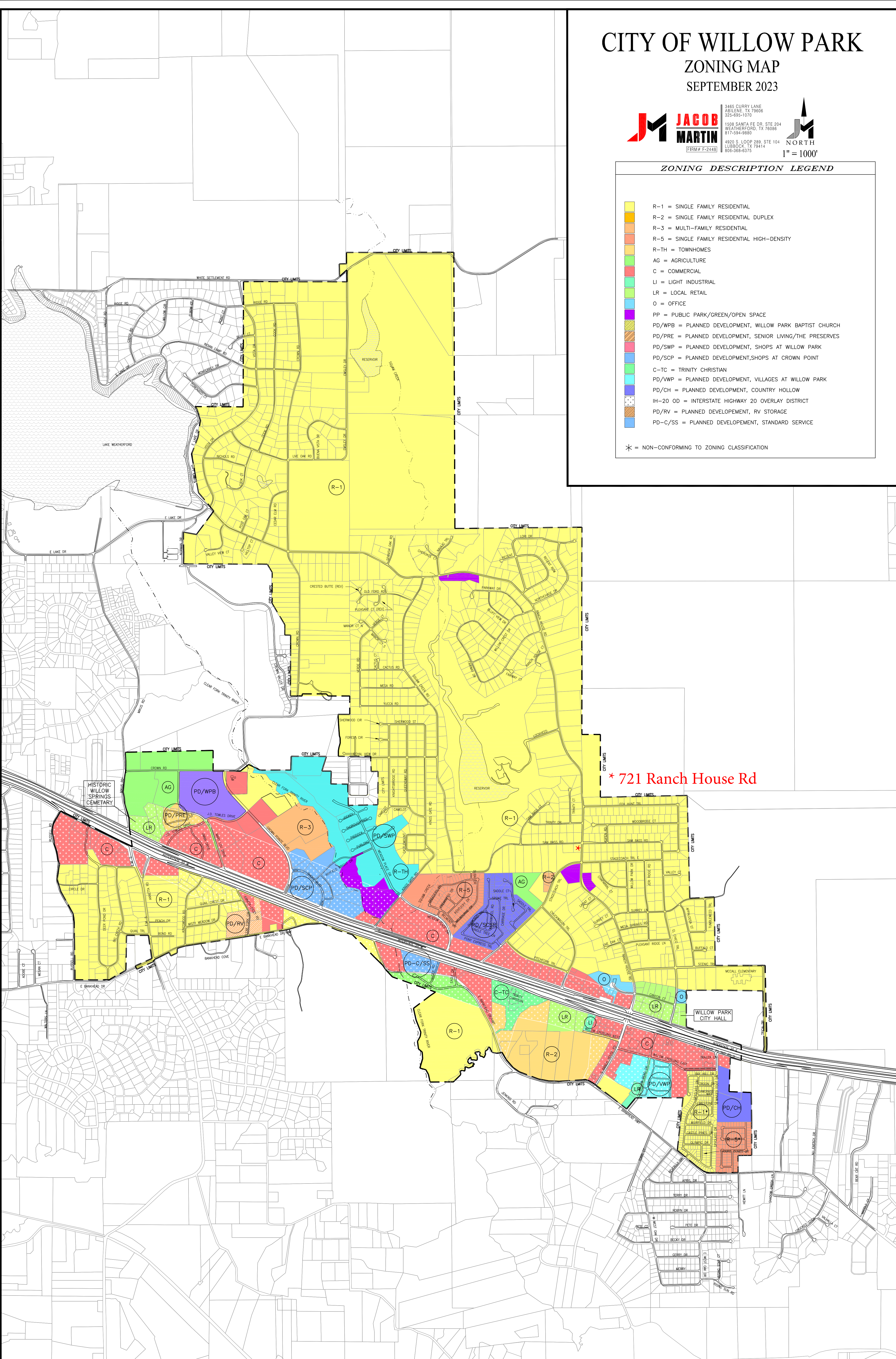
3465 CURRY LANE
ABILENE, TX 79606
325-695-1070
1508 SANTA FE DR, STE 204
WEATHERFORD, TX 76086
817-594-9860
4920 S. LOOP 289, STE 104
LUBBOCK, TX 79414
809-368-6375



ZONING DESCRIPTION LEGEND

- R-1 = SINGLE FAMILY RESIDENTIAL
- R-2 = SINGLE FAMILY RESIDENTIAL DUPLEX
- R-3 = MULTI-FAMILY RESIDENTIAL
- R-5 = SINGLE FAMILY RESIDENTIAL HIGH-DENSITY
- R-TH = TOWNHOMES
- AG = AGRICULTURE
- C = COMMERCIAL
- LI = LIGHT INDUSTRIAL
- LR = LOCAL RETAIL
- O = OFFICE
- PP = PUBLIC PARK/GREEN/OPEN SPACE
- PD/WPB = PLANNED DEVELOPMENT, WILLOW PARK BAPTIST CHURCH
- PD/PRE = PLANNED DEVELOPMENT, SENIOR LIVING/THE PRESERVES
- PD/SWP = PLANNED DEVELOPMENT, SHOPS AT WILLOW PARK
- PD/SCP = PLANNED DEVELOPMENT, SHOPS AT CROWN POINT
- C-TC = TRINITY CHRISTIAN
- PD/WVP = PLANNED DEVELOPMENT, VILLAGES AT WILLOW PARK
- PD/CH = PLANNED DEVELOPMENT, COUNTRY HOLLOW
- IH-20 OD = INTERSTATE HIGHWAY 20 OVERLAY DISTRICT
- PD/RV = PLANNED DEVELOPMENT, RV STORAGE
- PD-C/SS = PLANNED DEVELOPMENT, STANDARD SERVICE

* = NON-CONFORMING TO ZONING CLASSIFICATION



* 721 Ranch House Rd

THE CITY OF WILLOW PARK MAKES EVERY EFFORT TO ENSURE THIS MAP IS FREE OF ERRORS, BUT DOES NOT WARRANT THE MAP OR ITS FEATURES.
THE CITY OF WILLOW PARK PROVIDES THIS MAP WITHOUT ANY WARRANTY OF ANY KIND WHATSOEVER, EITHER EXPRESSED OR IMPLIED.