

**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, JULY 17, 2018**

**REGULAR MEETING: 6:30 PM**

**A. CALL TO ORDER.**

Commissioner Diane Smith called the Planning & Zoning Commission meeting to order at 6:30 p.m.

Prior to roll call, Mrs. Smith advised that the commission chair, Sue Wenger had resigned her position on the Planning & Zoning Commission due to being appointed to the City Council and that the vice-chair Jeannie Turley was on vacation, so Commissioner Smith was chairing the meeting.

**A.1 ROLL CALL.**

Present:	Don Riley	Place 1
	Sherrie Kubala Watkins	Place 2
	Patty Biggers	Place 4
	Troy Jones	Place 5
	Dianne Smith	Place 6
	Vacant	Place 7
Absent:	Jeannie Turley	Vice Chair, Place 3
Staff:	Barry Barber	Director of Building Development
	Suzanne Meason	Planning and Zoning Administrator

**A.2 INVOCATION AND PLEDGE OF ALLEGIANCE.**

Commissioner Patty Biggers gave invocation and then attendees recited the pledge of allegiance.

**B. MINUTES**

**B.1 APPROVE MINUTES OF THE JUNE 19, 2018 PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

**COMMISSIONER PATTY BIGGERS MADE A MOTION, SECONDED BY COMMISSIONER DON RILEY, TO APPROVE THE MINUTES OF THE JUNE 19, 2018 PLANNING AND ZONING COMMISSION MEETING AS PRESENTED.**

**MOTION TO APPROVE CARRIED 5-0.**

**C. PUBLIC HEARINGS**

- C.1 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PZ-2018-09, AN ORDINANCE AMENDING ORDINANCE NO. 500, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF LAKE WORTH, SO AS TO CONSIDER A LAND USE DESIGNATION AND DEVELOPMENT AND SITE PLAN APPROVAL OF AN APPROXIMATELY 0.1728-ACRE TRACT OF LAND, LEGALLY KNOWN AS ABSTRACT 1552, TRACT 2T, MOSES TOWNSEND SURVEY, AND GENERALLY DESCRIBED AS 4005 MERRETT DRIVE, LAKE WORTH, TARRANT COUNTY, TEXAS.**

**APPROVED**

Commissioner Diane Smith opened the public hearing at 6:33 pm.

Ms. Meason presented the case to the Commission. She advised that the applicant AJ Airfield Lighting wishes to use the property for an office (front building) and storage (rear building) for their business. She explained that the property is zoned PC-Planned Commercial but has never had a land use designation or development/site plan approved, therefore the request is being made at this time.

One property owner within two hundred feet (200') of the property turned in a public comment form expressing their opposition to the request.

Brenda Martinez with A J Airfield Lighting, LLC advised that they were currently located in the Town of Lakeside and were excited about moving closer into town. She advised that they would be remodeling the interior of the buildings to meet their needs.

There being no one else wishing to speak, Commissioner Diane Smith closed the public hearing at 6:38 pm and called for a motion.

**COMMISSIONER TROY JONES MADE A MOTION, SECONDED BY COMMISSIONER SHERRIE KUBALA-WATKINS, TO APPROVE PLANNING AND ZONING CASE #PZ-2018-09 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 5-0.**

**C.2 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PZ-2018-10, A PROPOSED PRELIMINARY PLAT BEING ALL OF A 1.137-ACRE TRACT OF LAND LEGALLY KNOWN AS ABSTRACT 189, TRACT(S) 14, 2Q, AND 26, N B BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED PRELIMINARY PLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 1, LOT 1, KEEFER ADDITION, AND GENERALLY DESCRIBED AS 7012 LILAC LANE, LAKE WORTH, TEXAS.**

**APPROVED**

Commissioner Diane Smith opened the public hearing at 6:39 pm.

Mrs. Meason presented the case to the Commission. She explained that Mr. Keefer and Ms. Campbell were the owners of the property and that Mr. Keefer approached the City about constructing a new garage on the property. Upon investigation it was discovered that the property had never been platted. Before the new structure could be allowed, the property must be platted. Mr. Keefer hired a surveyor and an engineer to prepare all the proper documents for submittal. Those have been reviewed by staff and meet the City's requirements and are ready to be heard. Ms. Meason did remind the Commission that platting is a ministerial duty by a municipality. She also noted that the property is zoned single family residential and that it will stay that way, they are not asking for a zoning change, only platting.

One property owner within two hundred feet (200') of the property turned in a public comment form which was for the request.

There being no questions or comments from the audience, Commissioner Diane Smith closed the public hearing at 6:41 pm and called for a motion.

**COMMISSIONER SHERRIE KUBALA-WATKINS MADE A MOTION, SECONDED BY COMMISSIONER PATTY BIGGERS, TO APPROVE PLANNING & ZONING CASE #PZ-2018-10 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 5-0.**

**C.3 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PZ-2018-11, A PROPOSED FINAL PLAT BEING ALL OF A 1.137-ACRE TRACT OF LAND LEGALLY KNOWN AS ABSTRACT 189, TRACT(S) 14, 2Q, AND 26, N B BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED FINAL PLAT'S NEW LEGAL DESCRIPTION**

**WILL BE BLOCK 1, LOT 1, KEEFER ADDITION, AND GENERALLY DESCRIBED AS 7012 LILAC LANE, LAKE WORTH, TEXAS.**

**APPROVED**

Commissioner Diane Smith opened the public hearing at 6:42 pm.

Mrs. Meason advised that this was the final plat for the previous item and since the preliminary plat had been heard the final plat must now be heard.

Two property owner(s) within two hundred feet (200') of the property turned in a public comment form which was for the request.

There being no questions or comments from the audience, Commissioner Diane Smith closed the public hearing at 6:43 pm and called for a motion.

**COMMISSIONER TROY JONES MADE A MOTION, SECONDED BY COMMISSIONER SHERRIE KUBALA-WATKINS, TO APPROVE PLANNING & ZONING CASE #PZ-2018-11 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 5-0.**

**C.4 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PZ-2018-12, AN ORDINANCE AMENDING ORDINANCE NO. 683, SO AS TO CONSIDER A SITE PLAN AMENDMENT OF AN APPROXIMATELY 0.5509-ACRE PARCEL OF LAND, LEGALLY KNOWN AS BLOCK 9A, LOT 3RB, SHADY OAKS MANOR ADDITION, AND GENERALLY DESCRIBED AS 6059 LAKE WORTH BLVD., LAKE WORTH, TARRANT COUNTY, TEXAS.**

**APPROVED**

Commissioner Diane Smith opened the public hearing at 6:44 pm.

Mrs. Meason presented the case to the Commission. This is a request by Randy Hatcher with Bosses Pizza for a cooler to be added at the back of the property. Due to the property being in the PC-Planned Commercial zoning district it requires the site plan to be amended to add the cooler to the site. The cooler will not be attached to the building but will be ten feet (10') away from the building as required by fire code, will have an enclosure around it for security and will be masonry to meet the ordinance requirements.

No public comments forms were received for or against the request.

Mr. Hatcher was present to answer any questions.

Member Smith asked if the cooler would take up any parking spaces.

Mr. Hatcher advised that it would take up one (1) parking space in the rear.

There being no questions or comments from the audience, Commissioner Diane Smith closed the public hearing at 6:46 pm and called for a motion.

**COMMISSIONER PATTY BIGGERS MADE A MOTION, SECONDED BY COMMISSIONER SHERRIE KUBALA-WATKINS, TO APPROVE PLANNING & ZONING CASE #PZ-2018-12 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 5-0.**

**D. 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.

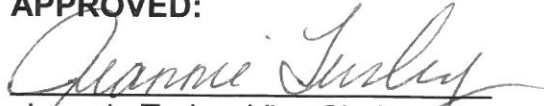
**E. EXECUTIVE SESSION ITEMS – PLANNING & ZONING COMMISSION MAY TAKE ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION LISTED ON THE AGENDA.**

There were no items listed in Executive Session.

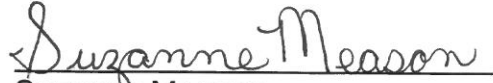
**F. ADJOURNMENT**

Member Diane Smith adjourned the meeting at 6:47 p.m.

**APPROVED:**

  
Jeannie Turley, Vice Chair  
Planning & Zoning Commission

**ATTEST:**

  
Suzanne Meason  
Planning & Zoning Administrator