

**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, FEBRUARY 18, 2020**

**REGULAR MEETING: 6:30 PM**

**A. CALL TO ORDER.**

Chair Sherrie Kubala-Watkins called the Planning & Zoning Commission meeting to order at 6:32 p.m.

**A.1 INVOCATION AND PLEDGE OF ALLEGIANCE.**

Commission Member Patty Biggers gave the invocation and attendees recited the pledge of allegiance.

**A.2 ROLL CALL.**

Present:	Diane Smith	Place 1
	Sherrie Kubala Watkins	Chair, Place 2
	Jeannie Turley	Place 3
	Patty Biggers	Place 4
	Coy Pennington	Alternate Place 6
	Don Riley	Alternate Place 7

Absent:	Troy Jones	Place 5
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Staff Present:	Suzanne Meason	Planning and Zoning Administrator
	Barry Barber	Director of Building Development

Chair Sherrie Kubala-Watkins made note that since regular Member Troy Jones was absent, that Alternate Place 6, Coy Pennington would be a voting member at this evening's meeting.

**A.3 CITIZENS PRESENTATION / VISITOR COMMENTS.**

There were no requests to speak from the public.

**B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS**

- B.1 APPROVE MINUTES OF THE SEPTEMBER 17, 2019 REGULAR PLANNING AND ZONING COMMISSION MEETING.**
- B.2 APPROVE MINUTES OF THE OCTOBER 15, 2019 REGULAR PLANNING AND ZONING COMMISSION MEETING.**
- B.3 APPROVE MINUTES OF THE NOVEMBER 12, 2019 CITY COUNCIL AND PLANNING AND ZONING COMMISSION SPECIAL JOINT MEETING.**
- B.4 APPROVE MINUTES OF THE NOVEMBER 19, 2019 REGULAR PLANNING AND ZONING COMMISSION MEETING.**
- B.5 APPROVE MINUTES OF THE JANUARY 21, 2020 REGULAR PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

COMMISSIONER DIANE SMITH MADE A MOTION, SECONDED BY COMMISSIONER JEANNIE TURLEY, TO APPROVE CONSENT AGENDA AS PRESENTED.

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

**C. PUBLIC HEARINGS**

- C.1 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PZ-2020-02, PROPOSED REPLAT BEING ALL OF A 0.4178-ACRE PARCEL OF LAND KNOWN AS BLOCK 3, LOTS 1 AND 2, INDIAN OAKS SUBDIVISION OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED REPLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 3, LOTS 1R AND 2R, INDIAN OAKS SUBDIVISION, WHICH IS GENERALLY DESCRIBED AS 2836 HIAWATHA TRAIL (LOT 1R) AND 7709 NAVAJO TRAIL (LOT 2R), LAKE WORTH, TARRANT COUNTY, TEXAS.**

**APPROVED**

Chair Sherrie Kubala-Watkins opened the public hearing at 6:36 pm and called on staff to present the case.

Ms. Suzanne Meason presented the case to the Commission. She explained that the request was that of Jaime Tamez and Jackie Ramer owners of existing lots 1 and 2, block 3, Indian Oaks Subdivision. Mr. Tamez came to the city inquiring about building on the

vacant lot which he owns, and it was discovered that the lots 1 and 2 had been illegally subdivided at some point. Mr. Tamez hired a surveyor to prepare a replat document, upon staff review it was revealed that Ms. Ramer's existing structure on her property did not meet the city's setback requirement for a corner lot. Ms. Ramer was then required to request a waiver before the Board of Adjustment for a 12.8' side setback on the Navajo Trail side instead of the required twenty (20') foot setback. The Board of Adjustment approved the 12.8' side setback on the Navajo Trail side at their January 7, 2020 meeting. Staff has reviewed the replat document and finds it to comply with state and local requirements, with the waiver granted being noted. Staff received no public comment forms back in reference to the case.

There being no one in the audience wishing to speak, Chair Sherrie Kubala-Watkins closed the public hearing at 6:38 pm and called for a motion.

**COMMISSIONER DIANE SMITH MADE A MOTION, SECONDED BY COMMISSIONER COY PENNINGTON, TO APPROVE PLANNING AND ZONING CASE #PZ-2020-02 AS PRESENTED.**

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

#### **D. GENERAL ITEMS**

##### **D.1 DISCUSS AND CONSIDER APPOINTMENT OF A PLANNING AND ZONING COMMISSION VICE CHAIR.**

Chair Sherrie Kubala-Watkins called for nominations for the position of Planning & Zoning Commission Vice Chair.

Commission Member Patty Biggers make a motion, seconded by Commission Member Jeannie Turley to nominate Diane Smith as Planning & Zoning Commission Vice Chair.

Being no other nominations, a vote was taken.

By a vote of 4-0-1, with Member Smith voting in abstention, Commission Member Diane Smith was appointed as Planning and Zoning Commission Vice Chair.

#### **E. STAFF REPORT(S) / ANNOUNCEMENT(S)**

No items for this category.

#### **F. 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.

No items for this category.

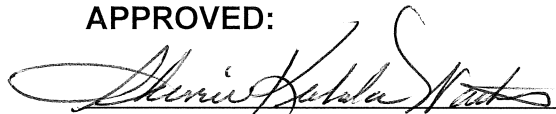
**G. EXECUTIVE SESSION ITEMS – PLANNING & ZONING COMMISSION MAY TAKE ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION LISTED ON THE AGENDA.**

No items for this category.

**H. ADJOURNMENT**

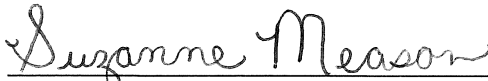
Chair Sherrie Kubala-Watkins adjourned the meeting at 6:41 p.m.

**APPROVED:**



Sherrie Kubala Watkins, Chair  
Planning & Zoning Commission

**ATTEST:**



Suzanne Meason  
Planning & Zoning Administrator