

**Planning and Zoning Commission
Meeting Minutes
December 3, 2018**

1. Call to Order

Commissioner Todd Batiste called the meeting to order at 6:01 p.m. with the following present:

Members Present:

Todd Batiste
Maurice Clark
Louis Celone
Brian Colin, Alternate

Members Absent:

Johanna Storm
Chad Woodard
Tim Butler, Alternate

Staff and Council Present:

Cathy Stein, Council Liaison
Lola Hazel, City Secretary

2. Appointment of chairperson and vice chairperson.

A motion was made by Commissioner Louis Celone and seconded by Commissioner Brian Colin to appoint Commissioner Todd Batiste as chairperson and Commissioner Maurice Clark as vice chairperson.

Motion carried by the following vote:
Ayes: Members Clark, Celone, and Colin
Nays: None

3. Introduction of new member.

4. Approval of minutes

a. Approval of August 7, 2018 minutes.

A motion was made by Commissioner Louis Celone and seconded by Commissioner Maurice Clark to approve the August 7, 2018 minutes.

Motion carried by the following vote:
Ayes: Members Clark, Celone, and Colin
Nays: None

b. Approval of September 10, 2018 minutes.

A motion was made by Commissioner Maurice Clark and seconded by Commissioner Louis Celone to approve the September 10, 2018 minutes.

Motion carried by the following vote:
Ayes: Members Clark, Celone, and Colin
Nays: None

c. Approval of October 15, 2018 minutes.

A motion was made by Commissioner Louis Celone and seconded by Commissioner Maurice Clark to approve the October 15, 2018 minutes.

Motion carried by the following vote:
Ayes: Members Clark, Celone, and Colin
Nays: None

5. Consideration of a Replat: An application from Justin Boyd to replat 1.7752 acres of property, being a revision of lots 8-B-1 and 8-B-2, Block 2, Dalworthington Gardens, an addition to the City of Dalworthington Gardens, Texas according to the plat recorded in instrument No. D209156049 of the official public records of Tarrant County, Texas; and commonly known as 2501 Roosevelt Drive, DWG, Texas 76016.

- a. Conduct a public hearing regarding the replat.**
- b. Discussion and possible action on the replat.**

Chairman Todd Batiste opened the public hearing at 6:05 p.m.

Background information on this item: Mr. Boyd is selling his corner lot at the corner of Roosevelt and Clover. His home sits on the north portion of the lot at 2501 Roosevelt, and he wants to divide that from the south portion of the lot to sell it. Dividing the lot leaves the north portion with 34,961 square feet and the south portion with 42,367 square feet, both of which meet the city's half-acre minimum lot size (21,780).

200' notices were sent to all addresses within 200 feet and notification published in the newspaper in accordance with state law and local ordinances.

The plat meets both City ordinances and state law, and all engineering comments have been addressed. In accordance with Local Government Code, Chapter 212, plats that satisfy all applicable regulations must be approved.

Residents Larry Galbiati and Angie Barlay asked questions about why the applicant is replatting his property.

As the applicant was not present to speak, City Secretary Lola Hazel explained the city has been in contact with persons interested in buying the corner lot at Roosevelt Drive and Clover Lane. Hazel further explained presumably the applicant is dividing the lot into two pieces in order to sell the corner piece as the city received questions from parties interested in purchasing the lot about whether or not it had been platted.

With no one else desiring to speak, Chairman Todd Batiste closed the public hearing at 6:10 p.m.

A motion was made by Commissioner Louis Celone and seconded by Commissioner Maurice Clark to approve an application from Justin Boyd to replat 1.7752 acres of property, being a revision of lots 8-B-1 and 8-B-2, Block 2, Dalworthington Gardens, an addition to the City of Dalworthington Gardens, Texas

according to the plat recorded in instrument No. D209156049 of the official public records of Tarrant County, Texas; and commonly known as 2501 Roosevelt Drive, DWG, Texas 76016.

Motion carried by the following vote:
Ayes: Members Clark, Celone, and Colin
Nays: None

6. Consideration to change the regularly scheduled meeting date for P&Z meetings.

Background information on this item: The city has run into issues with multiple meetings being held of Tuesdays and not having enough rooms in which to hold these meetings. In order to avoid scheduling conflicts, staff is requesting the Planning and Zoning Commission look at other dates that might work for our regular meeting date going forward.

Zoning Board of Adjustments meets the first Monday of each month, as needed. Council meets the third Thursday of each month. Mondays seem to work for Planning and Zoning, so perhaps we could choose the second Monday of the month or a different day.

Sec. 14.02.623 Organization and rules of procedure

The members of the commission shall organize and elect their own officers and shall hold meetings regularly as needed and shall designate the time and place of such meetings; provided however, that the same shall be held within the corporate limits of the city. The commission shall have the power to adopt its own rules of procedure insofar as same are consistent with the statutes of the state and the ordinances of the city and shall keep a written record of all its proceedings. The city secretary shall have the duty of care, custody and control of all records of the commission. Three (3) members of the commission shall constitute a quorum for the transaction of business. (Ordinance 16-03 adopted 7/21/16)

A motion was made by Commissioner Louis Celone and seconded by Commissioner Maurice Clark to change the regular meeting dates for Planning and Zoning to the fourth Monday of each month at 6:00 p.m.

Motion carried by the following vote:
Ayes: Members Clark, Celone, and Colin
Nays: None

7. Informational report to P&Z on Comprehensive Plan timeline.

Background information on this item: Staff has almost completed redlines to the existing Comprehensive Plan. The goal is to meet either in January or February to go over all changes with the Commission. It may be best if staff delivers the Plan to commissioners in January in preparation to discuss in February.

Timeline for Comp Plan – 2019

January/February – P&Z meeting to show completed redlined version
March – Town Hall, 1 of 2, separate post card for notification
Could do “state of the city” here, too
May (AFTER elections) – Town Hall, 2 of 2, separate post card for notification
July/August – P&Z meeting to go over changes
September/October – meeting to adopt plan

No action was taken on this item.

8. Adjourn

A motion was made by Commissioner Louis Celone and seconded by Commissioner Brian Colin to adjourn the meeting at 6:20 p.m.

Motion carried by the following vote:

Ayes: Members Clark, Celone, and Colin

Nays: None

Todd Batiste, Chairman

ATTEST:

Lola Hazel, City Secretary