



**MINUTES OF THE
TOWN OF WESTLAKE, TEXAS
PLANNING AND ZONING COMMISSION MEETING**

OCTOBER 13, 2005

PRESENT: Commissioners Larry Corson, Stan Parchman, and Sharon Sanden

ABSENT: Chairman Bill Greenwood and Commissioner Allen Heath

OTHERS PRESENT: Town Manager Trent Petty, Town Attorney Michael Kallas, Town Secretary Jean Dwinell, Town Engineer David McCarver, DPS Director Don Wilson, and Facilities and Recreation Director Troy Meyer

1. CALL TO ORDER.

Commissioner Corson called the meeting to order at 7:00 p.m.

2. REVIEW AND APPROVE MINUTES OF THE PLANNING AND ZONING COMMISSION MEETING HELD AUGUST 30, 2005.

Commissioner Sanden moved, Commissioner Parchman seconded the motion to approve the minutes of the Planning and Zoning Commission meeting held August 30, 2005.

There was no discussion and Commissioner Corson declared the motion carried unanimously.

3. CONDUCT A PUBLIC HEARING AND TAKE APPROPRIATE ACTION REGARDING AN APPLICATION FOR AN AMENDED SITE PLAN ON LOTS 1 AND 2, BLOCK 1 OF WESTLAKE/SOUTHLAKE PARK ADDITION NO. 1, BEING 20.5 ACRES ON KIRKWOOD BOULEVARD AT SOLANA.

Town Manager Trent Petty explained that the proposed project had been reviewed by staff and that it meets the Town's requirements with the exception of the signs as depicted, which would require approval of the Zoning Board of Adjustment.

Discussion ensued regarding the PD-1 zoning and the major elements of the project.

Mr. Tom Allen, representative of McGuire Partners, explained the proposed amended site plan, advising that First American Real Estate Solutions provides services to the real estate industry and that the Westlake location would be a Subsidiary Headquarters.

Mr. Allen explained the history of the building complex, plans for each of the buildings to be occupied by First American, the glass enclosed connectors between buildings 1 and 2, and 4 and 5, and that First American would occupy buildings 1, 2, 4, 5, and 7 in the complex.

Discussion ensued regarding the parking, access to building 8, the building connectors, landscaping requirements, number of employees, hours of operation, lighting requirements for parking areas, completion of Kirkwood to Precinct Line Road, the tree protection plan, proposed road width, handicap parking requirements, fire hydrants, and a future building to be built for back-up generators.

Commissioner Corson opened the public hearing.

There was no one present wishing to speak and Commissioner Corson closed the public hearing.

Commissioner Sanden moved to approve the application for an amended site plan on Lots 1 and 2, Block 1 of Westlake/Southlake Park Addition No. 1, being 20.5 acres on Kirkwood Boulevard at Solana conditioned upon compliance with the Town's sign ordinance.

Commissioner Parchman seconded the motion.

There was no further discussion and Commissioner Corson declared the motion carried unanimously.

4. CONDUCT A PUBLIC HEARING AND TAKE APPROPRIATE ACTION REGARDING AN APPLICATION FOR A PRELIMINARY PLAT ON FIVE LOTS IN THE COWGIRL RANCH ESTATES, BEING 6.260 ACRES, LOCATED AT 1559 DOVE ROAD.

Town Manager Trent Petty explained that the proposed project had been reviewed by staff and that it meets the Town's requirements including 20' right-of-way dedications except on Randall Mill where only 15' right-of-way dedications were necessary to accommodate a future traffic round-a-bout.

Discussion ensued regarding the driveway locations, the stock pond, easements, and drainage.

Commissioner Corson opened the public hearing.

There was no one present wishing to speak and Commissioner Corson closed the public hearing.

Commissioner Parchman moved, Commissioner Sanden seconded the motion to approve the application for a preliminary plat on five lots in the Cowgirl Ranch Estates, being 6.260 acres, located at 1559 Dove Road.

There was no further discussion and Commissioner Corson declared the motion carried unanimously.

5. CONDUCT A PUBLIC HEARING AND TAKE APPROPRIATE ACTION REGARDING A FINAL PLAT ON FIVE LOTS IN THE COWGIRL RANCH ESTATES, BEING 6.260 ACRES, LOCATED AT 1559 DOVE ROAD.

Town Manager Trent Petty explained that the proposed project had been reviewed by staff and that it meets the Town's requirements.

Commissioner Corson opened the public hearing.

There was no one present wishing to speak and Commissioner Corson closed the public hearing.

Commissioner Sanden moved, Commissioner Parchman seconded the motion to approve the final plat on five lots in the Cowgirl Ranch Estates, being 6.260 acres, located at 1559 Dove Road.

There was no discussion and Commissioner Corson declared the motion carried.

6. CONDUCT A PUBLIC HEARING AND TAKE APPROPRIATE ACTION REGARDING AN AMENDED SITE PLAN ON LOT 1, BLOCK 1, WESTLAKE MUNICIPAL COMPLEX ADDITION, BEING 24.59 ACRES, LOCATED AT 2650 J. T. OTTINGER ROAD.

This item was removed from the Agenda by the applicant until review by the Zoning Board of Adjustment.

7. ADJOURNMENT.

Commissioner Sanden moved, Commissioner Parchman seconded the motion to adjourn.

The motion carried and Commissioner Corson declared the meeting adjourned at 8:02 p.m.

Larry Corson, Commissioner

ATTEST:

Jean Dwinnell, TRMC, CMC, Town Secretary