



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

NOVEMBER 9, 2006

PRESENT: Commissioners Sharon Sanden, Allen Heath and Tim Brittan

ABSENT: Chairman Bill Greenwood, Commissioner Appointee Walter Copeland

OTHERS PRESENT: Town Manager Trent Petty, Acting Town Secretary Ginger Awtry

**1. ADMINISTER OATH OF OFFICE TO NEWLY APPOINTED COMMISSIONER
TIM BRITTAN.**

Acting Secretary Ginger Awtry administered the oath of office to the newly appointed Planning and Zoning Commissioner Tim Brittan.

2. CALL TO ORDER.

Commissioner Allen Heath called the meeting to order at 7:18 p.m.

**3. REVIEW AND APPROVE MINUTES OF THE PLANNING AND ZONING
COMMISSION MEETING HELD OCTOBER 12, 2006.**

Commissioner Sanden moved to approve the minutes of the Planning and Zoning Commission meeting held October 12, 2006.

Commissioner Heath seconded the motion.

There was no further discussion and the vote on the motion was as follows:

Ayes: Commissioners Sanden, Heath, and Brittan

Nays: None

Commissioner Heath declared the motion carried unanimously.

4. CONDUCT A PUBLIC HEARING AND TAKE APPROPRIATE ACTION REGARDING AN APPLICATION FOR A SPECIFIC USE PERMIT FOR A PRIVATE WATER WELL TO BE LOCATED ON 2208 VAQUERO ESTATES BOULEVARD IN THE VAQUERO ARTHUR ADDITION-PHASE 3, BLOCK K, LOT 29.

Commissioner Heath opened the public hearing noting that the applicant was not present at the meeting.

There was no one present wishing to speak and Commissioner Sanden moved to close the public hearing.

Commissioner Brittan seconded the motion.

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

Town Manager Trent Petty introduced the permit application and the purpose of the SUP application. He stated that Town Staff have noticed the drillers of water wells are very busy and backed up in their scheduling for months. Homeowners are coming in earlier than necessary to fill out and file the application with very rough site plans and limited details as to the well specifics. This is so they, the homeowner, can have this step behind them and get in line on the schedule to have their well drilled as soon as possible. The intent by the Town was to have the driller complete the application after the facts are known as to the location, depth, casing size, horse power of the pump, etc. On the last two occasions of water well applications, the homeowner has not known all the specific details necessary to adequately complete the application or explain to the Planning and Zoning board exactly where the well will be drilled. Mr. Petty went on to explain that this particular homeowner did call in to the Town to regrettably inform us that he would not be able to be here for the meeting tonight. Mr. Petty stated at this point, the Commission has three options. They are as follows: to approve the application tonight with specific conditions, to table the application to a future date as in the next scheduled meeting, or to deny the application in which the applicant would have to pay a new \$1800 fee when they are ready to present again to the Commission. Mr. Petty informed everyone present that new Town policies are in place to make sure that approved water wells will require an initial inspection by notification to the Town with a dig permit; no additional fee necessary. The inspection will ensure that the well is located in a manner consistent with the ordinances as to the location of any septic system, setback requirements, structures or easements. This physical inspection will take place before the well is drilled.

Commissioner Heath mentioned that he did have several questions and concerns with the application as presented, especially as to location. Further discussion ensued by all members, as they too had additional questions concerning the well application. Also discussed was the next meeting date to be mentioned in the record.

Commissioner Brittan moved to table the application for a specific use permit for a private water well to be located on 2208 Vaquero Estates Boulevard until the next scheduled Planning and Zoning meeting of December 14, 2006.

Commissioner Heath seconded the motion.

There was no discussion and the vote on the motion was as follows:

Ayes: Commissioners Sanden, Heath and Brittan

Nays: None

Commissioner Heath declared the motion carried unanimously.

5. ADJOURNMENT.

Commissioner Brittan made the motion to adjourn.

Commissioner Sanden seconded the motion.

The vote on the motion was as follows:

Ayes: Commissioners Sanden, Heath, and Brittan

Nays: None

Commissioner Heath declared the motion carried unanimously and the meeting adjourned at 7:31 p.m.

APPROVED BY THE PLANNING AND ZONING COMMISSION ON THE 14th DAY OF DECEMBER, 2006.

Allen Heath, Commissioner

ATTEST:

Ginger R. Awtry, Acting Town Secretary