



MINUTES

Wilmer Planning & Zoning Commission Regular Meeting
November 14, 2019 at 7:00 pm

Commissioners Present

Patty Havard, Chairperson
Pam Wood, Vice-Chairperson
Robert Madrigal, Commissioner
Allison Mears, Commissioner

City Staff Present

Sherry Sefko, City Planner Consultant
Valerie Jones, Board Secretary

Call to Order

Chairperson Havard declared a quorum present and called the meeting to order at 7:05 p.m.

Vice-Chairperson Wood gave the invocation and the Commissioners led the Pledge of Allegiance.

- 1. Discuss and consider a recommendation to the City Council on a Final Plat for Meadow Ridge Addition, Phase 2, a 28.9± acre property that is generally located on the south side of E. Belt Line Road, approximately 1,200± feet east of S. Goode Road, situated in the Charles A. Warfield Survey, Abstract No. 1613, and in the Jefferson Weatherford Survey, Abstract No. 1536, in the City of Wilmer, Texas.
Applicant: KPA Consulting, Inc./Robbie Hale Homes**

City Planner Consultant Sefko provided staff comments.

Pat Atkins, consultant with KPA/ representative for Robbie Hale Homes, spoke to reassure the board that an HOA has been developed and issued to the state for approval. Atkins also informed the board that construction will begin as soon as the plat is approved.

MOTION: Vice-Chairperson Wood made a motion, seconded by Commissioner Madrigal to have the final plat approved by City Council, subject to the following:

1. City Attorney approval of the HOA documents, and recordation of such documents at the County, prior to final plat approval/recordation and prior to the sale of any lots within the subdivision;
2. Modifications to any language and/or labeling scrivener errors, as may be deemed necessary by the City's Engineer or the City's Planner, on the final plat prior to its filing for the record at the County; and

3. Issuance of a "Letter of Acceptance/Satisfactory Completion" of all required public/site improvements by the City's Building Official/Inspector (or Engineer), and acceptance of such by the City Council, prior to filing the plat for record at the County.

The vote was cast 4 for, 0 against. The motion carried unanimously.

ADJOURNMENT

There being no further business, Chairperson Havard adjourned the regular session at 7:26 p.m.

ATTEST:



Terry Capehart, Board Secretary

APPROVE:



Pam Wood, Chairperson