

**TOWN COUNCIL
SPECIAL JOINT
MEETING MINUTES
January 15, 2014**

The Town Council, Planning and Zoning Commission, and Economic Development Corporation met in special session on Wednesday, January 15, 2014 at 7:00 p.m. at 372 Town Place, Fairview, Texas. Those present were Mayor Darion Culbertson, Council Members Jim Cunningham, Frank O'Reilly, Paul Hendricks, Henry Lessner, and Mary Price; Planning and Zoning Commission members Brad Northcutt, Matt Faulkner, Jim Rushing, Renee Powell, Heather Hager, and Pat Friend; Economic Development Corporation Members John Adler, Chuck Williams, and Warren Westburg; Town Manager, Julie Couch; Assistant to the Town Manager, Adam Wilbourn; Town Engineer, James Chancellor; Planning Manager, Ken Schmidt; Engineer in Training, Danielle Gregory; Economic Development Manager, Ray Dunlap; and Town Secretary, Michelle Lewis Sirianni. Councilman Ron Samuels was absent.

Mayor Culbertson called the meeting to order at 7:01 p.m. and declared a quorum was present.

Chairman Northcutt stated the Planning and Zoning Commission have a quorum.

Chairman Chuck Williams stated the Economic Development Corporation has a quorum.

CPDD MASTER PLAN UPDATE: Consider, discuss, and take any necessary action on a presentation from staff and the town's planning consultant team concerning the status of the CPDD Master Plan update.

The town's consultants for the CPDD update engaged the council, Planning and Zoning commissioners and EDC board regarding findings thus far that have been identified through a market analysis, physical inventory, and stakeholder feedback process. Mark Bowers, lead project manager, and his team led the discussion. The following agenda topics were discussed: Study Background and Purpose, Planning Process, Market Potential, Physical Opportunities, Stakeholder Desires, Strategic Direction for the district, and the Next Steps.

The council, commissioners and EDC members provided feedback that included clearing up information within the zoning ordinance that is unclear; to provide clarity and less contradictory information; to address the Master Thoroughfare Plan; addressing a 'ready to go' development; and, a walkable business district.

The consultants stated that the team will be preparing a Land Use Plan, Thoroughfare and pedestrian Linkage Plan, and Parkland/Trail and Open Space Plan for the joint meeting on February 11th, and the community will then have a chance to comment and review at

the community open house on February 27th. The consultants will then initiate the development of a draft code and standards for the P&Z/Town Council discussion.

Mayor Culbertson adjourned the meeting at 9:58 p.m.


DARION CULBERTSON, MAYOR

ATTEST:


Michelle Lewis Sirianni, Town Secretary

