MINUTES
FAIRVIEW, TEXAS
PLANNING AND ZONING COMMISSION
THURSDAY, MARCH 12, 2015

The Planning and Zoning Commission met in regular session on Thursday, March 12, 2015 at 7:00 p.m. at 372 Town Place, Fairview, Texas. Commission members present were Chairman Brad Northcutt, Mike VanNatta, Debbie Flood, Ricardo Doi and Leslie Knight. Staff members present were Planning Manager, Ken Schmidt; Town Engineer, James Chancellor; and Town Secretary/Public Relations Coordinator, Caitlin Scalley. Commissioners Heather Hager and Pat Friend were absent.

Chairman Northcutt called the meeting to order at 7:00 p.m. and declared a quorum was present.

1. **Consider and take action regarding the minutes of the February 12, 2015 Planning and Zoning Commission meeting.**

   Commissioner Doi made a motion to approve the February 12, 2015 minutes. Commissioner VanNatta seconded the motion, and the motion was unanimously approved.

2. **Conduct a discuss and take any necessary action on a request by Toll Brothers, Inc. to approve a Final Plat for Parkside at Fairview, a proposed residential neighborhood comprised of sixty-one residential lots, four common area lots, and one public open space dedication. The subject property is currently zoned Planned Center (PC) and is generally located south of Stacy Road and 1,300' west of Orr Road. (FP2015-01).**

   Commissioner Doi recused himself from the discussion and vote for planning case FP2015-01. *Commissioner Doi left the room.*

   Mr. Schmidt stated the Town Council approved the development plan for the subject property, planning case DP2014-05 at the March 3, 2015 Town Council meeting. He stated the council approved the removal of sidewalks, but did not address parking for the open space dedication. Mr. Schmidt stated the plat application process is a ministerial process, and the town must approve the plat if it conforms to zoning, subdivision and development regulations. Mr. Schmidt stated there is not much differentiation from the previously approved development plan.

   Mr. Schmidt stated the applicant has provided for two points of access on Stacy Road. Mr. Schmidt stated the requirements for right-of-way dedication and utilities are consistent with the development plan. Mr. Schmidt stated a portion of the proposed right-of-way is currently incorporated into an access easement for the entryway to the Thompson Springs neighborhood. He stated town staff and the applicant are working through legal requirements with Thompson Springs in

order to accommodate the abandonment of this easement and the provision of a landscape and sign maintenance easement for the Thompson Springs entryway feature. Mr. Schmidt reviewed the internal street cross section approved by the Town Council. Mr. Schmidt stated the Town Council approved the landscape, entryway and entryway lighting plans proposed by the applicant.

Mr. Schmidt stated the applicant is proposing to dedicate all open space between the Thompson Springs subdivision and the proposed residential lots as public parkland. He stated the applicant is proposing to construct several thousand feet of an 8 foot concrete trail that would connect existing trails. Mr. Schmidt stated town staff is working on a facilities agreement to facilitate full construction of the trail.

Mr. Schmidt stated town staff recommends approval of the request.

The commission had a discussion regarding the entryway, internal street cross section and parking for the open space. Mr. Schmidt stated the applicant is not required to provide for parking. The commission had a discussion regarding cost-sharing for the proposed trail.

Commissioner VanNatta made a motion to approve the final plat for Parkside at Fairview. Commissioner Flood seconded the motion, and the motion was unanimously approved with four (4) in support and none in opposition. Commission Doi recused himself from the vote.

3. Adjourn.

Chairman Northcutt adjourned the commission from the meeting at 7:17 p.m.

Respectfully submitted,

Caitlin Scalley
Town Secretary

Brad Northcutt, Chairman
Planning and Zoning Commission

TOWN OF FAIRVIEW