



**City of Willow Park  
Planning & Zoning Commission  
Regular Meeting  
516 Ranch House Road, Willow Park, TX 76087  
Tuesday, February 03, 2015 at 7:00 p.m.  
Minutes**

**1. Call to Order**

Chair Glasgow called the meeting to order at 7:02pm.

**2. Determination of Quorum**

*Chair Marvin Glasgow*

*Vice Chair Stephen Zeman*

*Commissioner Mark Melanson*

*Commissioner Fred McCulley*

*Commissioner Stephen Higdon*

*Also Present;*

*Development Services Director – Mike Grace*

*Planning Tech - Michelle Lowe*

*Absent;*

*Commissioner Sharon Bruton*

*Commissioner Jarod Fowler*

**3. Approval of January 6, 2015 Meeting's Minutes**

**\*\*\* Commissioner Higdon moved to approve the November Minutes as is, seconded by Commissioner McCulley.**

Votes: Commissioners: Zeman, Melanson, McCulley and Higdon

Nay votes: None

Abstained: None

Motion passed with a vote of 4-0-0

**4. Briefings:**

- A. Update on City Capital Improvement Projects.  
**Presentation on City Streets, Water and Wastewater improvements given by City Administrator Matt Shaffstall and Public Works Director Steve Martin.**
  
- B. A proposal to rezone approximately 54.50 acres further described as Lot 2, Block A, The Village at Crown Park and Lot 1, Block B Crown Pointe Addition to a "PD" Planned Development Zoning District.  
**Presentation given by Kyle Wilkes and Jordan Bishop.**
  
- C. A proposal for an Assisted Living Facility on a 138,975 sq. ft. lot further described as Lot 4, Block A, Crown Pointe Addition Phase II on property currently zoned as "C" Commercial District.

**5. Discussion:**

Discussion took place regarding above item C. and the options on how to eliminate a Specific Use Permit requirement for "Diagnostic or Treatment Healthcare Facility or Assisted Living Facilities" in "C" Commercial District.

**6. Adjourn:**

**Chair Glasgow adjourned the meeting at 8:017 PM**

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P&Z Chair  
Marvin Glasgow

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City Secretary  
Josh Armstrong