



Meeting Minutes  
 Regular Meeting of the  
 Oak Point Planning & Zoning Commission

Oak Point City Hall  
 100 Naylor Road  
 Oak Point, Texas 75068

Tuesday, February 5, 2019  
 6:00 P.M.

**1. Call to Order, Roll Call, and Announce a Quorum is Present. (Collins)**

At the request of Chairperson Collins, Vice Chairperson McBeth called the meeting to order at 6:03 p.m. with the following roll call:

Neil Collins	Chairperson	Present
David McBeth	Vice Chairperson	Present
Robert Burke	Commissioner	Absent
Helen Buttermark	Commissioner	Present
Scott Dufford	Commissioner	Present
Bill Gusick	Commissioner	Absent
Jeff Stafford	Commissioner	Present
Barney Carrington	Alternate	Present
Brent Coleman	Alternate	Present

**City staff present:**

Stephen Ashley	City Manager
Joni Vaughn	City Secretary
Michael Coker	City Planner

And with a quorum present the following items were addressed:

**2. Pledge of Allegiance and Pledge to the Texas Flag. (McBeth)**

Vice Chairperson McBeth led the Pledge of Allegiance and Pledge to the Texas Flag.

On behalf of the Commission, Vice Chairperson McBeth welcomed new City Secretary Joni Vaughn.

**3. Consider and act upon minutes from the December 4, 2018 meeting of the Planning & Zoning Commission.**

Commissioner Dufford noted there was an error in typing under Item 5. Vice Chairperson McBeth asked that the Comprehensive Plan Committee members that had been appointed be included in the minutes. Commissioner Dufford motioned to approve the minutes from the December 4, 2018 Planning & Zoning Commission meeting with as amended; motion seconded by Chairperson Collins.

**Motion passed with a vote of 5-0**

**4. Public Hearing on a request for a final plat of a 12.85 acre tract of land, consisting of Block H, Lots 23-27; Block K, Lots 15-16; Block L, Lots 21-27; Block O, Lots 1-2; Block P, Lot 1 Of Wildridge Phase 4A situated in the William McNeil Survey, Abstract No. 814; the John M McNeil Survey, Abstract 884; and the Elizabeth A. Shahan Survey, Abstract No. 1204, City of Oak Point, Denton County, Texas, being a portion of a called 191.237-acre tract, described as Tract 10A in a Special Warranty Deed to LH Wildridge, LLC, recorded in Document No. 2017-20269, Deed Records, Denton County, Texas.**

Vice-Chairperson McBeth opened the Public Hearing at 6:08 pm. No one came forward to speak. Vice-Chairperson McBeth closed the Public Hearing at 6:09 pm.

**5. Consider and act upon a request for a final plat of A 12.85 acre tract of land, consisting of Block H, Lots 23-27; Block K, Lots 15-16; Block L, Lots 21-27; Block O, Lots 1-2; Block P, Lot 1 of Wildridge Phase 4A situated in the William McNeil Survey, Abstract No. 814; the John M McNeil Survey, Abstract 884; and the Elizabeth A. Shahan Survey, Abstract No. 1204, City of Oak Point, Denton County, Texas, being a portion of a called**

**191.237-acre tract, described as Tract 10A in a Special Warranty Deed to LH Wildridge, LLC, recorded in Document No. 2017-20269, Deed Records, Denton County, Texas.**

Michael Coker, City Planner, addressed the Planning and Zoning Commission and explained the request for the final plat. Commissioner Stafford motioned to approve the request for a final plat of A 12.85 acre tract of land, consisting of Block H, Lots 23-27; Block K, Lots 15-16; Block L, Lots 21-27; Block O, Lots 1-2; Block P, Lot 1 of Wildridge Phase 4A situated in the William McNeil Survey, Abstract No. 814; the John M McNeil Survey, Abstract 884; and the Elizabeth A. Shahan Survey, Abstract No. 1204, City of Oak Point, Denton County, Texas, being a portion of a called 191.237-acre tract, described as Tract 10A in a Special Warranty Deed to LH Wildridge, LLC, recorded in Document No. 2017-20269, Deed Records, Denton County, Texas; motion seconded by Chairperson Collins.

**Motion passed with a vote of 5-0**

**6. Review and discuss the Zoning and Development Activity Report for January 2019.**

City Manager Ashley gave the monthly report. He advised the Commission that they may want to review the zoning ordinance to include a more detailed definition of foundations.

Vice-Chairperson McBeth gave a report on the Comprehensive Plan Update meeting. The sub-committee held their first meeting on January 17<sup>th</sup> with just the sub-committee present and discussed a number of topics. Immediately following, a second meeting was held inviting the public to attend and make input. Vice-Chairperson McBeth stated both meetings were a great success. The sub-committee will meet again on March 7<sup>th</sup>.

**7. Consider and act upon topics to be scheduled for a future Planning & Zoning Commission meeting.**

Councilmember Stafford made a motion to request that an overview of the Rules of Order and Procedures for the P&Z (as requested at the December meeting) and consideration of amending the zoning ordinance regarding foundations be topics for the next meeting; motion seconded by Commissioner Buttermark.

**8. Adjourn.**

Chairperson Dufford motioned to adjourn; motion seconded by Chairperson Collins.

**Motion passed with a vote of 5-0.**

The meeting adjourned at 6:46 p.m.

  
David McBeth, Vice-Chairperson

**ATTEST:**

  
Joni Vaughn, City Secretary

