

**City of Meadowlakes
Planning & Zoning Commission
October 31st, 2012**

I. CALL TO ORDER AND QUORUM DETERMINATION:

Chairman Tom Carpenter called the meeting to order at 3:00 p.m. declaring that a quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Members present were John Sopel, Sherri Miller and Herb Lewis. Also present was City Secretary Stephanie Littleton.

II. CITIZEN COMMENTS:

A. There were no citizen comments.

III. NEW BUSINESS:

A. Action/discussion: Approval of June 12th, 2012 meeting minutes

Mr. Carpenter stated that the minutes were provided for their review earlier and requested a motion. Member Herb Lewis made a motion to adopt the minutes as amended. Member Jack Sopel seconded the motion. The motion carried by unanimous vote of the committee members present.

B. Action/discussion: Request for approval of amended plat received from Holland Surveying to amend Lot numbers 901,902, 903, 904 and 905.

Mr. Carpenter introduced this item by stating that the amended plats were on their table for review. Committee discussion ensued. Member Herb Lewis made a motion to approve and recommend that the City Council also approve the amended plat request as submitted. Member Jack Sopel seconded the motion. The motion carried by a unanimous vote of the committee members present.

C. Action/Discussion: Vacancy of position formerly held by Bob Ryan.

Committee member Herb Lewis recommended that the Planning & Zoning Commission ask the City Council if they want to reinstate a past provision which appointed the POA Vice President as a P & Z Liaison in order to fill the vacancy left by Bob Ryan. Committee discussion ensued. Mr. Lewis made a motion to recommend the City Council appoint the POA Vice President to the Committee. Jack Sopel seconded and the motion passed by a unanimous vote of the committee members present.

IV. CHAIRMAN AND COMMISSION ANNOUNCEMENTS: about items of

Community Interest

(Announcements during this agenda item are limited to the following, as authorized under Section 551.0415, Tex. Gov't Code.

- expressions of thanks, congratulations, or condolence;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public employment is not an honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.)

A. As practicable as possible, future meeting will be held on Thursdays at 1:30 p.m.

V. ADJOURNMENT:

Committee member Sherri Miller made a motion to adjourn the meeting; the motion was seconded by Jack Sopel and passed by a unanimous vote of the Committee members present. Chairman Carpenter adjourned the meeting at 3:10 p.m.

Approved:

/s/ Tom Carpenter _____ **Date:** 1/10/13 _____
Chairman

Attest:

/s/ Stephanie Littleton _____ **Date:** 1/10/13 _____
P&Z Secretary