

**MINUTES OF THE REGULAR MEETING  
CITY OF RIVER OAKS  
PLANNING AND ZONING COMMISSION  
NOVEMBER 16, 2015**

**MEMBERS PRESENT:**

JAMES MYRICK, CHAIRMAN, PLACE 1  
RUTH TEAGUE, VICE-CHAIR, PLACE 3  
KATHY RODDEN, PLACE 2  
PAUL SIMPSON, PLACE 4  
BRAD GALLMAN, PLACE 5  
SHERRIE UPTMORE DAST, ALTERNATE 2  
JOANN GORDON, COUNCIL LIAISON

**STAFF MEMBERS PRESENT:**

SUSAN STEWART, ZONING SECRETARY  
MARVIN GREGORY, ZONING ADMINISTRATOR

**MEMBERS ABSENT:**

HUB MAKARWICH, ALTERNATE 1 (PERSONAL CONFLICT)

1. CALL TO ORDER

Chairman Myrick called the Regular Meeting of the River Oaks Planning and Zoning Commission to order at 7:03 p.m. on Monday, November 16, 2015 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Member Gallman delivered the invocation. Member Simpson led the pledges of allegiance to the United States and the Texas Flags.

3. MEMBER ROLL CALL

The roll call was recorded as follows: Alternate Member Makarwich was absent due to personal conflict.

4. STATEMENT OF APPOINTED OFFICER AND OATH OF OFFICE FOR THE 2015 APPOINTEES TO THE PLANNING AND ZONING COMMISSION

Secretary Stewart administered the Statement of Appointed Official and the Oath of Office to Brad Gallman, Place 5.

5. APPROVAL OF MINUTES FROM THE SEPTEMBER 28, 2015 SPECIAL CALLED MEETING

Vice-Chairman Rodden mentioned that her absence should be excused. Staff verified that an email was sent prior to the meeting regarding this absence.

**Member Simpson moved, seconded by Member Teague, to approve the minutes with the noted change. All voted "Aye."**

6. **PUBLIC HEARING CONTINUED FROM SEPTEMBER 28, 2015:** IN ORDER TO RECEIVE TO RECEIVE PUBLIC COMMENT AND TESTIMONY ON THE PROPOSED REQUEST FROM *ISTOOK 401(K) PLAN % DON ISTOOK* TO CHANGE THE ZONING CLASSIFICATION OF 1.1111 ACRES OF LAND LOCATED IN BLOCK 1, LOTS 11 & 12, CASTLEBERRY GARDENS ADDITION; AN ADDITION TO THE CITY OF RIVER OAKS, TARRANT COUNTY TEXAS FROM A "R-3" SINGLE-FAMILY ZONING DISTRICT TO A "C-3" COMMERCIAL ZONING DISTRICT (*ZONING CASE # PZ 2015-02*).

This public hearing is still open and continued from September 28, 2015.

Don Istook, applicant, described his attempt to purchase an adjacent property to add to the plan he presented on September 28, 2015. Mr. Istook stated that the negotiations have ceased and he is returning to work on his original plan of 5 homes on 1.1 acres. Mr. Istook requested an additional 60-days to return with a formal proposal. CS Gregory stated that action must be taken in 60-days or the applicant would need to reapply. CS Gregory added that the applicant could withdraw his request if desired.

**Member Teague moved, seconded by Member Simpson, to leave the public hearing open until January 18, 2016 at 7:00 p.m. All voted "Aye."**

7. **ACTION FROM PUBLIC HEARING:** CONSIDER PLANNING AND ZONING COMMISSION RECOMMENDATION TO THE CITY COUNCIL REGARDING THE PROPOSED REQUEST FROM *ISTOOK 401(K) PLAN % DON ISTOOK* TO CHANGE THE ZONING CLASSIFICATION OF 1.1111 ACRES OF LAND LOCATED IN BLOCK 1, LOTS 11 & 12, CASTLEBERRY GARDENS ADDITION; AN ADDITION TO THE CITY OF RIVER OAKS, TARRANT COUNTY TEXAS FROM A "R-3" SINGLE-FAMILY ZONING DISTRICT TO A "C-3" COMMERCIAL ZONING DISTRICT (*ZONING CASE # PZ 2015-02*).

**No action was taken.**

8. **EXECUTIVE SESSION** PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE, THE PLANNING AND ZONING COMMISSION RESERVES THE RIGHT TO CONVENE INTO EXECUTIVE SESSION(S) FROM TIME TO TIME ON ANY POSTED AGENDA ITEM TO RECEIVE ADVICE FROM ITS ATTORNEY AS PERMITTED BY LAW DURING THIS MEETING. THE PLANNING AND ZONING COMMISSION MAY CONVENE IN EXECUTIVE SESSION TO DISCUSS THE FOLLOWING:

*Section 551.071: Pending or contemplated litigation or to seek advice from Attorney*

**None called for.**

9. **ACTION FROM EXECUTIVE SESSION**

**No action was taken.**


10. ADJOURN

Board Members decided by consensus to hold the December meeting on December 7, 2015.

**At 7:32 p.m. Member Teague moved, seconded by Member Gallman, to adjourn the meeting. All voted "Aye".**

**APPROVED THIS 18<sup>TH</sup> DAY OF JANUARY 2016**

BY:   
**James Myrick, Chairperson  
Planning and Zoning Commission**

ATTEST:   
**Susan Stewart,  
Zoning Secretary**