



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: October 28, 2025	Department: Administration	Presented By: Toni Fisher, Interim City Manager
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AGENDA ITEM:

Discussion: To discuss and consider An Ordinance Of The City Of Willow Park, Texas Amending The City Of Willow Park Code Of Ordinances, Chapter 14 Zoning, Article 16 “Commissions”, § 14.16.003 “Membership And Terms”, § 14.16.004 “Procedure”, § 14.16.005 “Duties And Powers”, And §14.16.006 “Staff Support”; Providing For Repeal; Providing For Savings And Severability; Providing For Publication And Establishing An Effective Date.

BACKGROUND:

The City of Willow Park currently has no procedures in place for the creation, advertisement, application process, and selection of and for Planning & Zoning Commission. The following Ordinance is aligned with other boards and creates a definitive, clear, and transparent procedure for City Council, City Staff, and Residents.

If the City Council is agreeable to this Ordinance, City Staff will present it to the Planning & Zoning Commission and return to City Council with the Commission’s recommendation for passage.

STAFF RECOMMENDATION:

Staff recommend approval for City Staff to proceed to the Planning & Zoning Commission with this Amended Ordinance, as presented.

EXHIBITS:

- City of Willow Park Ordinance regarding Code of Ordinances, Chapter 14, Article 16, as presented.

RECOMMENDED MOTION:

To approve City Staff to proceed to the Planning & Zoning Commission with the amended Ordinance of the City Of Willow Park Code Of Ordinances, Chapter 14 Zoning, Article 16, as presented.