

**City of Sachse, Texas**  
Planning and Zoning Commission

Minutes of the Regular Meeting of May 14, 2012  
Time: 7:00 p.m.            Place: Sachse City Hall

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**Members Present:**

Stephen Curtis  
Warren Becker  
David Hock  
Wally Sparks  
Scott Everett

**Members Absent:**

Charles Ross  
Scott Williams

**Staff Present:**

Marc Kurbansade, Community Development Director  
Michael Spencer, Building Official  
Charlotte Youngblood, Secretary

**Others Present:**

Bill Adams, City Council Liaison

Chairman Stephen Curtis opened the regular meeting of the Planning and Zoning Commission at 7:00 p.m. and a quorum was declared.

**1. Invocation and Pledge of the Allegiance to the U.S. and Texas Flags**

The invocation was offered by Warren Becker and Stephen Curtis led the pledges.

**Regular Agenda**

**2. Consider approval of the minutes for April 23, 2012 regular Planning and Zoning Commission meeting.**

Scott Everett made a motion to approve the minutes. David Hock seconded the motion. With all voting in favor the motion passed unanimously.

**3. Staff Briefing Update: current activities ad upcoming issues.**

Marc Kurbansade, Community Development Director, stated that a Staff Briefing Update would be a regular agenda item in the future to inform the commission on current activities. Mr. Kurbansade updated the commission on the status of firewood sales, upcoming landscape provisions and informed them of the cancellation of the May 28<sup>th</sup> special meeting, due to the Memorial Day holiday.

**4. Discuss the process of the proposed 2009 Code Adoption.**

Mr. Kurbansade introduced the item and made a PowerPoint presentation. He explained to the Commission what has been happening since staff started the process of migrating to the 2009 International Building Codes and 2008 Electrical Code. He stated the process is an arduous one and involves a great deal of analysis. He explained that currently staff is reviewing and comparing present and future code books. They will also have to review and approve the NCTCOG amendments, and then prepare amendments inclusive of the NCTCOG amendments. Once the process is complete, staff will coordinate with the City Attorney to prepare the draft ordinances. Mr. Kurbansade stated that most area municipalities have already adopted the 2009 Codes or are in the process of adopting the codes. He tentatively plans on having the draft ordinances to City Council for adoption by September 2012. The update will also include an

assessment of fees associated with building permits and zoning applications. Scott Everett asked if switching to the new codes would be more restrictive on businesses. Stephen Curtis asked if Wal-Mart would fall under the new codes and how the new codes would affect them. Mr. Spencer, Building Official, stated that Wal-Mart would be under the new codes. He stated they would not be affected by the code changes. All cities around Sachse are under the 2009 codes or are going to be adopting them in the near future. He stated most of the changes are there for clarity. Scott Everett asked for a particular example and Mr. Spencer stated he did not have one at this time. Chairman Stephen Curtis said he would like to see some examples in future discussions.

**5. Discuss City of Sachse Subdivision Ordinance requirements associated with the platting process and associated installation of public improvements.**

Mr. Kurbansade introduced the item. He explained that the purpose of this discussion item is to discuss the State's plating requirements and how it applies to the current City's platting process. He stated this item was presented at the May 7, 2012 City Council meeting and wanted to update the commission. Mr. Kurbansade stated that the purpose was to find that balance between necessary oversight and meeting state requirements while streamlining the process. He made a PowerPoint presentation highlighting four different approval processes that will be contemplated and the strengths and weaknesses of each. Scott Everett asked if changes to the platting process would require a change to the City Charter. Mr. Kurbansade stated that he looked at the Charter and got a legal opinion from the City Attorney and our charter is written in such a way City Council can grant by ordinance the authority for final plat approval to the Planning and Zoning Commission. Mr. Kurbansade stated that the commission needed to decide which option to pursue for future ordinance amendments. Staff recommends option #1B. He explained it would be a more balanced approach and requires engineering and construction plans prior to Final Plat submittal. Wally Sparks stated that he does not understand why property can't be conveyed without public improvements. Mr. Kurbansade stated that it is to prevent issues like Sable Hills Estates where lots were sold without public improvements in place. More discussion followed about the conveyance of land and platted property without public improvements in place. Mr. Kurbansade said he would get with the City Attorney and bring back a more detailed staff report addressing some of the scenarios discussed tonight.

There being no further business Scott Everett moved to adjourn. The meeting was adjourned at 8:05 p.m.

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Secretary

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Chairperson