

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

Minutes of the Workshop Session of January 25, 2010  
Time: 6:30 PM      Place: Sachse City Hall

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**Members Present:**

Warren Becker  
David Hock  
Scott Everett  
Robert Corbin  
Jeanie Marten

**Members Absent:**

Wally Sparks  
Stephen Curtis

**Staff Present:**

Barry Shelton, Community Development Director  
Michael Spencer, Building Official  
Charlotte Youngblood, Secretary

**Others Present:**

Bill Adams, City Council Liaison

**1) Consent Agenda**

Chairperson Scott Everett opened the workshop session meeting of the Planning and Zoning Commission at 6:30 p.m. and a quorum was declared.

**2) Conduct Commission Workshop Session**

**a) Plat approval process**

Barry Shelton, Community Development Director, made a PowerPoint presentation that highlighted the duties and powers of the commission. He stated there are two approval types: administrative and discretionary. He explained that the approval of zoning-related cases are discretionary in nature, which allows the commission to approve or disapprove an item based on their personal inspection and evidence presented. Approval of plats and subdivision plans is administrative in nature, generally stating that when a plat meets the city's criteria including the City's Comprehensive Plan, Subdivision Ordinance, and Zoning Ordinance, it shall be approved by the governing body. Mr. Shelton explained that Section 212 of the Texas Local Government Code states that if an ordinance requires that a plat be approved by the governing body of the municipality in addition to the planning commission, the governing body shall act on the plat within 30 days after the date the plat is approved by the planning commission or is considered approved by the governing body unless its disapproved within that period. Mr. Shelton said discretionary approval would include approval of zoning change requests, special use permits, and other changes to the ordinance based on the discretion of the commission. Warren Becker asked if once we approve the preliminary plat will it come back before the commission. Mr. Shelton stated that the final plat will come back before the commission for approval. Scott Everett said as long as it meets the city's requirements it has been approved. Mr. Shelton stated that was correct and that when there is no justification for denial the Texas Local Government Code states that the preliminary and final plat has to be acted upon within 30 days or state law says it will be approved.

There being no further questions, Scott Everett closed the Workshop Session at 6:50 p.m.

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

Minutes of the Regular Meeting of January 25, 2010

Time: 7:00 PM

Place: Sachse City Hall

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**Members Present:**

Warren Becker  
David Hock  
Scott Everett  
Robert Corbin  
Jeanie Marten

**Members Absent:**

Wally Sparks  
Stephen Curtis

**Staff Present:**

Barry Shelton, Community Development Director  
Michael Spencer, Building Official  
Charlotte Youngblood, Secretary

**Others Present:**

Bill Adams, City Council Liaison

Chairperson Scott Everett opened the regular meeting of the Planning and Zoning Commission at 7:00 p.m. and a quorum was declared.

**Consent Agenda**

**1. Consider the approval of the minutes for the November 9, 2009 regular Planning and Zoning Commission meeting:** David Hock made a motion to approve the minutes for the November 9, 2009 regular Planning and Zoning Commission meeting. Jeanie Marten seconded the motion with all voting in favor the motion passed unanimously.

**Regular Agenda**

**2. Consider the request by JBI Partners, Inc. for approval of a Preliminary Plat for Heritage Park, 233 single family residential lots on approximately 111.15 acres, located generally on the northwest corner of Merritt Road and future Hudson Drive:** Barry Shelton, Community Development Director, introduced the agenda item. He stated this is a request for approval of the Preliminary Plat for Heritage Park, with 233 single family lots on approximately 111.15 acres, located on the northwest corner of Merritt Road and future Hudson Drive. Mr. Shelton said some of the features include R-10 zoning which requires 10,000 square foot lots and 2,000 square foot homes. He stated that the property is located in the Sachse Turnpike Overlay District which provides additional standards and screening requirements. The property will have street access via Hunters Ridge Drive and Rosewood Lane. In terms of hike and bike trails there is an easement with plenty of room for hike and bike trails along the floodplain area. He explained some of the property is located in the TIF District and that no more than 10% can be residential in the district in order to maximize the commercial uses of the property. Mr. Shelton explained that the applicant would be responsible for all drainage associated with the property and they addressed this with a preliminary drainage plan that includes possible detention ponds located in several locations throughout the property before it reaches the floodplain so as not to negatively affect downstream. Warren Becker asked if the concerns that the properties along Merritt Road mirror the existing ones were addressed. Mr. Shelton explained that the Overlay District states in Section 4a that lots adjacent that are 10,000 square feet must back up to Merritt Road or it requires a 17,000 square foot lot

size minimum with the construction of a slip road if they front Merritt Road. These lots being 10,000 square foot do not face Merritt Road and require a minimum 20 foot landscape buffer, six foot high masonry screening wall and curvilinear sidewalks. David Hock asked about mixed uses. Mr. Shelton stated that there is limited retail uses in the transitional area. He stated that City Council preferred lower intensity uses adding that the landscaping provisions also really limit the use of the property. Mr. Shelton stated that the common areas, conservation area, and the 20 foot maintenance easement will be maintained by the HOA. David Hock asked if the conservation area would be graded and landscaped. Mr. Shelton stated that it would be pretty much left in its natural state using land outside the area for the drainage ponds therefore detaining water before it gets to the floodplain. Jerry Sylo stated that the detention pond areas would be regular grass and maintained by the HOA.

Warren Becker made a motion to approve the preliminary plat. Robert Corbin seconded the motion. The motion passed with all voting in favor.

There being no further business, David Hock made a motion to adjourn. Jeanie Marten seconded the motion. The motion passed with all voting in favor.

The meeting adjourned at 7:25 p.m.

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*Original Signed by Secretary*

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*Original Signed by Chairperson*