

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

Minutes of the Regular Meeting of Monday, December 22, 2003

Time: 7:00 PM      Place: Sachse City Hall

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**Members Present:**

Charles Sprague  
Mark Durbin  
William Hession  
Ed Stelnicki  
Bill Siebert

**Members Absent:**

Bob Boswell  
Chris Lam

Mark Durbin opened the meeting, and a quorum was declared.

**Item #1:      Election of Planning & Zoning Commission Officers:**

Mr. Charles Sprague nominated Mr. Mark Durbin for Chairman; the nomination was seconded by Mr. Bill Hession & passed unanimously.

Bill Hession nominated Mr. Bill Siebert for Vice Chairman; the nomination was seconded by Charles Sprague & passed unanimously.

Mark Durbin nominated Bill Hession for Secretary; the nomination was seconded by Bill Siebert & passed unanimously.

**Item #2:      Minutes of November 10, 2003 Meeting:**

A motion was made by Bill Hession to accept the minutes as submitted. Charles Sprague seconded the motion & it passed unanimously.

**Item #3:      Public Hearing & Consider Action on Replat of Lot 5, Block D, West Creek Acres:**

Chairman Mark Durbin opened the public hearing. Applicant, Mr. Chris Mougia of 2724 Herring Circle in Sachse, presented the replat request. Brief discussion followed. The applicant presented 18 letters of agreement from property owners in the West Creek Acres subdivision. Mr. Mougia advised they had sent letters to every homeowner (27) in the subdivision regarding their request. Mr. Doug Kendrick of 5103 Peachtree spoke in favor of the replat. Staff advised that there had been one letter received in opposition to the replat from a property owner within the 200ft notification area. There were no other public comments. Chairman Mark Durbin closed the public hearing.

Bill Hession made a motion to approve the replat request. Charles Sprague seconded the motion & it passed unanimously.

**Item #4:      Public Hearing & Consider Action on a Rezoning Request from David Newman from R5 (Residential) to C-2 (General Commercial) on approx. 5 acres at approx. 3300 Block of 7th Street in Dallas County:**

Chairman Mark Durbin opened the public hearing. Applicant, Mr. David Newman of 5915 Holly Crest in Sachse, presented the request. Mr. Newman advised the board that he owns commercial property at 6404 State Hwy. 78 & has purchased 5 acres of residentially zoned land directly behind his commercial property. Mr. Newman stated that he does not currently have a set development plan, although in all likelihood the property will be used as combination office/professional service. Mr. Newman also advised that since his existing property currently fronts Hwy. 78, this would most likely provide for the main entrance to the new development. More discussion followed. Ms. Liz Tobler of 3345 7th St. expressed concerns about drainage, screening from residential, traffic in alley, possible apartment construction, & removal of large trees. Mr. Newman stated that he was currently removing some small growth trees from the middle of the property but has no plans to

remove the larger trees, which Ms. Tobler spoke about, along the edge of the property. Mr. Newman said he wasn't sure that the large trees are on his property; they may be on the trailer park property. Community Development Director, Garry Adams advised that apartment construction is not allowed in commercial zones & drainage would need to be engineered & approved during the platting & engineering stage. He also explained that construction of a concrete screening wall would be necessary where development is adjacent to single family zoning & that alleys are public access. There being no further public comments, Chairman Mark Durbin closed the public hearing. Bill Hession made a motion to approve the rezoning change. The motion was seconded by Bill Siebert and it passed unanimously.

**Item #5: Overview & Orientation on Roles & Responsibilities of the P&Z Commission-Presented by Ann Bagley, Chief Planner with Wilbur Smith Associates:**

Ann Bagley, Chief Planner with the Dallas office of Wilbur Smith Associates, conducted an orientation & discussion on the duties and responsibilities of the Planning & Zoning Commission. Ms. Bagley distributed an orientation pamphlet to each member during the meeting. She reviewed the expectations of the P&Z Commission & described how each responsibility ties into the community's charter, ordinances, policies & comprehensive plan. There was a brief question & answer session.

There being no further business, Bill Hession made a motion to adjourn, Charles Sprague seconded the motion and it passed unanimously.

The meeting adjourned at 9 p.m.

  
Secretary

  
Chairman