City of Sachse, Texas
Planning and Zoning Commission

Minutes of the Regular Meeting of December 8, 2008
Time: 7:00 PM Place: Sachse City Hall

Members Present:	**Members Absent:**
Wally Sparks	Scott Everett
Robert Corbin	
Jeanie Martin	
David Zukosky	**Staff Present:**
David Hock	Barry Shelton, Community Development Director
Jared Patterson	Michael Spencer, Building Official
	Charlotte Youngblood, Secretary
	Others Present:
	Bill Adams, City Council Liaison

Chairperson David Zukosky opened the regular meeting of the Planning and Zoning Commission at 7:00 P.M. and a quorum was declared.

Consent Agenda

1. Consider approval of the minutes for the October 27, 2008 regular meeting.

Wally Sparks made a motion to approve the minutes as written. David Hock seconded the motion with all voting in favor the item passed unanimously.

Regular Agenda

1. Conduct Planning and Zoning Commissioner training.

Barry Shelton, Community Development Director, informed the commission that this would be a short presentation and that the City Secretary along with the City Attorney is in the process of setting up a more in depth training session. Mr. Shelton made a power point presentation that highlighted the roles and responsibilities of the Planning and Zoning Commission as to zoning/ planning and platting related cases but also serving as an advisory board to City Council. Mr. Shelton discussed the difference between administrative and discretionary duties. Conflicts of interest were discussed. Mr. Shelton stated that if any member of the commission has a conflict of interest he should step down before the discussion starts. He said that when a commissioner has a conflict of interest he should not participate in the discussion or speak as a citizen. Jeanie Martin asked about implementing the requirement for the person with the conflict of interest being required to leave the room. David Zukosky asked that this be put on the next agenda for discussion. Jared Patterson asked if a conflict of interest could break a quorum. Mr. Shelton stated that it could. Jeanie Martin wondered how this rule would affect a Planning and Zoning Commissioner addressing an item before City Council. Barry Shelton said he would look up some information on that. David Hock said that he was concerned that if a commissioner was isolated in a separate room they would not be able to hear the discussion. Barry Shelton stated

that normally in other cities there would be sound in the room so as to allow the person to at least hear the discussion.

Bill Adams, City Council Liaison, stated the he believed that the commission members should abstain from speaking about any item that their board has made a recommendation on to the City Council. David Zukosky asked that this be discussed further at the next meeting. The role of the presiding officer and the various types of motions were also discussed.

David Zukosky made a motion to recess meeting for five minutes until 8:05 p.m. The meeting was called back to order at 8:05 p.m.

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

The meeting is adjourned at 8:07 p.m.

Chairperson

Secretary