



Monday, August 11, 2025
Planning and Zoning Commission Meeting

Council Chambers
3815 Sachse Road, Building B
6:00 PM

Planning and Zoning Commission meetings are available live and on-demand
(<https://sachsetx.swagit.com/live>).

A. Meeting Opening

1. Call to Order: The Planning and Zoning Commission of the City of Sachse will hold a regular meeting on August 11, 2025, at 6:00 PM to consider the following items of business:
2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

B. Public Comment

The public is invited to address the Board regarding any topic not already on the agenda for action or public hearing. **Comments regarding any discussion-only items on the agenda may be addressed during this Public Comment section.** The time limit is three minutes per speaker. A Public Comment Card should be presented to the acting secretary prior to the meeting. According to the Texas Open Meetings Act, the Board is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

C. Action Items

Action items are for Board discussion and consideration for action. **The presiding officer will invite comments before the Board votes.** A Public Comment Card should be given to the acting secretary prior to the start of the meeting.

1. Consider approving the May 12, 2025, meeting minutes.
2. Conduct a public hearing to consider and make a recommendation on a request for a Special Use Permit for a day care use, generally located south of State Highway 78 and east of Woodbridge Parkway, within Sachse city limits.

D. Adjournment

I, the undersigned authority, do hereby certify that this notice of a public meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall, on August 7, 2025, by 5 PM.

Leah K Granger, TRMC, City Secretary

Date removed

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Logan Thatcher, ADA Coordinator, via phone at 972-495-1212, via email at lthatcher@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

C. Action Items

Subject: 1. Consider approving the May 12, 2025, meeting minutes.

Meeting August 11, 2025 - Planning and Zoning Commission Meeting

Access Public

Type Minutes, Action

Fiscal Impact None

Recommended Action Approve the minutes as presented.

Goals

BACKGROUND

Minutes from the May 12, 2025, Planning and Zoning Commission regular meeting.

POLICY CONSIDERATIONS

State law and Sachse's Charter require minutes to be recorded for public meetings.

RECOMMENDATION

Approve the minutes as presented.

File Attachments

1. PlanningZoningCommission_Regular_Minutes_05.12.2025-unsigned

PLANNING AND ZONING COMMISSION OF THE CITY OF SACHSE MAY 12, 2025, MEETING MINUTES

The Planning and Zoning Commission of the City of Sachse held a regular meeting on Monday, May 12, 2025, at 6:00 PM at Sachse City Hall, 3815-B Sachse Road. Those present were: Taylor Ohman, Butch Kemper, MirHadi Taqui, Travis Mondok.

Those absent were: Daniel Betten, Brian Cox, Tiffany Anderson.

A. Meeting Opening

1. Call to Order: The Planning and Zoning Commission of the City of Sachse will hold a regular meeting on Monday, May 12, 2025, at 6:00 PM to consider the following items of business:

Chairperson Ohman called the meeting to order at 6:00 PM.

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

Mr. Kemper offered the invocation and Mr. Mondok led the pledges.

B. Public Comment

The public is invited to address the Board regarding any topic not already on the agenda for action or public hearing. **Comments regarding any discussion-only items on the agenda may be addressed during this Public Comment section.** The time limit is three minutes per speaker. A Public Comment Card should be presented to the acting secretary prior to the meeting. According to the Texas Open Meetings Act, the Board is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

No public comments were offered.

C. Action Items

Action items are for Board discussion and consideration for action. **The presiding officer will invite comments before the Board votes.** A Public Comment Card should be given to the acting secretary prior to the start of the meeting.

1. Consider approving the March 24, 2025, meeting minutes.

Butch Kemper made a motion to approve the minutes as presented. Travis Mondok seconded the motion, and it carried 4 - 0. None voted against.

2. Conduct a public hearing to consider and make a recommendation on an ordinance amending the Use and Development Regulations of Tract C-3 of Planned Development No. 19 relating to the use and development to allow for an accessory use of drone delivery hub for grocery stores of lots 1A and 2A, Block A, Woodbridge Commons Phase 2, City of Sachse, Dallas County, Texas, located at 8005 and 8015 Woodbridge Parkway.

Mr. Feinhals provided an overview of the requested changes to Planned Development No. 19 in relation to zone use. Walmart would like to use drones for product delivery.

Chairperson Ohman opened the public hearing at 6:08 PM. As there were no comments from the public, the public hearing was closed at 6:08 PM.

Staff as well as Walmart and Wing representatives, Josh Bucci, Ryan Trimble, and Carolyn Koch, answered and clarified questions the Commission had.

MirHadi Taqui made a motion to approve the item as presented. Travis Mondok seconded the motion, and it carried 4 - 0. None voted against.

3. Conduct a public hearing and make a recommendation on the Sachse Comprehensive Plan, Shaping Sachse.

Economic Development Director Jerod Potts introduced the item. Kimley Horn consultants, Reed Cleeter and Haley Caruthers, provided an overview of the updates made to the 2017 Comprehensive Plan. They reviewed different aspects of the plan that are being pursued, such as land use, mobility, thoroughfares, and parks, trails, and open space.

The public hearing was opened at 6:54 PM. There were no comments from the public. The public hearing was closed at 6:55 PM.

The Commission asked clarifying questions. Staff and the consultant provided clarification.

Travis Mondok made a motion to approve the item as presented. Butch Kemper seconded the motion, and it carried 4 - 0. None voted against.

D. Adjournment

Chairperson Ohman adjourned the meeting at 7:00 PM.

Taylor "Scott" Ohman, Chairperson

ATTEST:

Tiffany Anderson, Secretary

C. Action Items

Subject:	2. Conduct a public hearing to consider and make a recommendation on a request for a Special Use Permit for a day care use, generally located south of State Highway 78 and east of Woodbridge Parkway, within Sachse city limits.
Meeting	August 11, 2025 - Planning and Zoning Commission Meeting
Access	Public
Type	Action, Discussion, Information
Fiscal Impact	None
Recommended Action	While the proposed use is allowed with approval of a special use permit, staff has general concerns about the request given the proximity to an adjacent day care use that had a special use permit approved in February 2023. The recommendation of the Planning and Zoning Commission will be forwarded on to the City Council for action at their September 15, 2025, regular meeting.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value. Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

- Special Use Permit (SUP) request for a day care use
- Applicant: Victory Shops Woodbridge LLC
- Owner: Victory Shops Woodbridge LLC
- Size: Approximately 5.39 acres
- Site attributes: Vacant
- Current Zoning: PD-11, following C-1 Neighborhood Commercial and C-2 General Commercial uses.

POLICY CONSIDERATIONS

- A SUP is required of uses that the zoning ordinance may allow, but are uses that may need to be screened and specially approved for situational suitability. The purpose of the SUP requirement is to allow the City to determine the appropriateness of a proposal.
- The subject property is currently identified as Commercial on the Future Land Use Plan, which calls for general retail, restaurants, and office type uses.
- The applicant is requesting a day care use for a portion of the property in a multi-tenant development.
- The site is directly adjacent to single-family residential homes of Woodbridge Phase 1 to the south. All other directly adjacent properties are zoned for commercial.
- As part of the development of the property, the applicant will be installing a six-foot masonry wall and canopy trees spaced 50-feet on center along the south boundary of the site adjacent to the single-family residences.
- The Future Land Use plan supports the SUP request, which calls for non-residential land uses.

RECOMMENDATION

While the proposed use is allowed with approval of a special use permit, staff has general concerns about the request given the proximity to an adjacent day care use that had a special use permit approved in February 2023.

The recommendation of the Planning and Zoning Commission will be forwarded on to the City Council for action at their September 15, 2025, regular meeting.

File Attachments

1. Presentation_Victory Shops Day Care_SUP 25-01

Special Use Permit Victory Shops Day Care

Planning and Zoning Commission

August 11, 2025



Request

Conduct a public hearing to consider and make a recommendation on a request for a Special Use Permit for a day care use, generally located south of State Highway 78 and east of Woodbridge Parkway, within Sachse city limits.

Project Information

- Request for approval of a Special Use Permit for a child care/day care use
- Applicant: Victory Shops Woodbridge LLC
- Owner: Victory Shops Woodbridge LLC
- Size: Approximately 5.39 acres
- Site attributes: Vacant
- Current Zoning: PD-11, following C-1 Neighborhood Commercial and C-2 General Commercial uses.



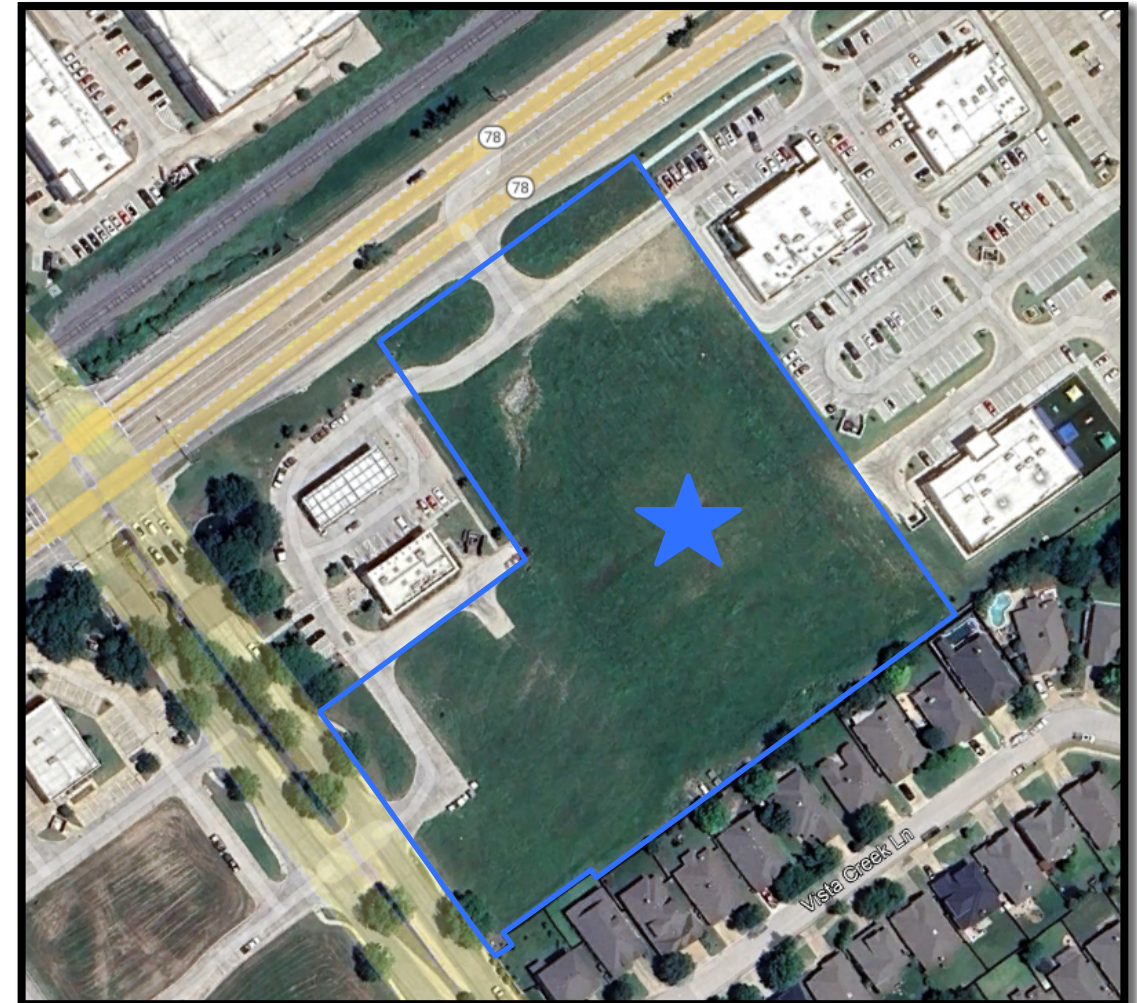
SUP Overview

- Chapter 11 of the Sachse Code of Ordinances requires childcare center (day care) uses to obtain a Special Use Permit (SUP) to legally operate in a commercial zoning district.
- An SUP is required of uses that the zoning ordinance may allow but uses that are screened and specially approved for situational suitability. The purpose of the SUP requirement is to allow the City to determine the appropriateness of a proposal.



Aerial Map

The property is generally located south of State Highway 78 and east of Woodbridge Parkway, within Sachse city limits.

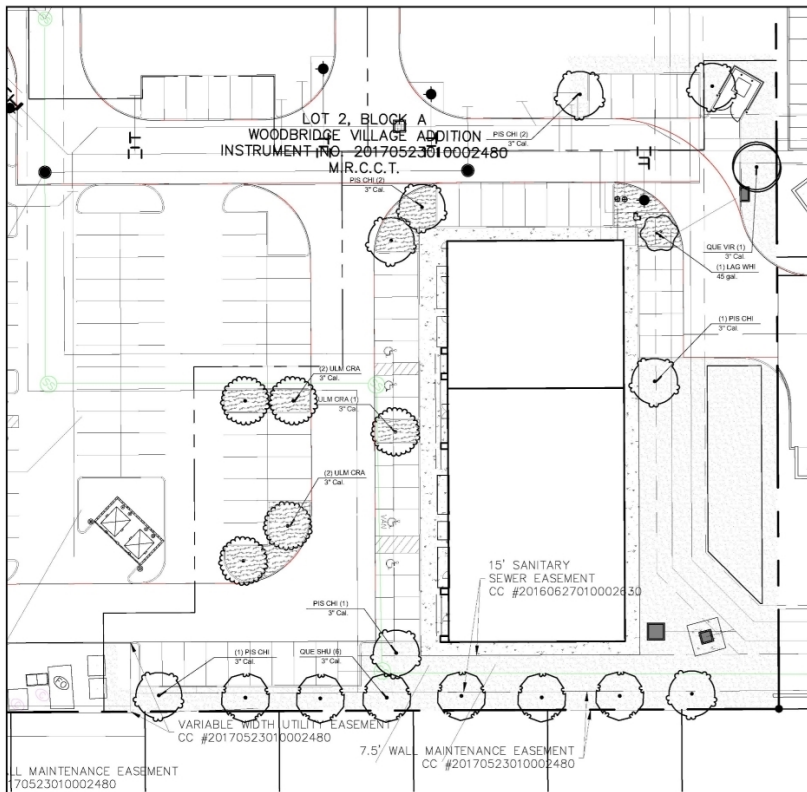


Conceptual Site Plan

- Six-foot-tall masonry wall to be located along the rear of the property
- Lighting to be fully shielded and meet all City of Sachse standards



Conceptual Landscape Plan



NOTE: REF SHEET L-2 FOR PLANT LEGEND AND NOTES

CAUTION!!!
UNDERGROUND UTILITIES ARE LOCATED IN THIS AREA. 48 HOURS PRIOR TO ANY CONSTRUCTION ACTIVITIES, CONTACT LINE LOCATES FOR FRANCHISE UTILITY INFO. CALL BEFORE YOU DIG.

TEXAS EXCAVATION SAFETY SYSTEM (TESS)
1-800-344-8377
TEXAS ONE CALL SYSTEMS
1-800-245-4545
LINE STAR NOTIFICATION CENTER
1-800-660-8344 EXT. 5


**BEFORE
YOU DIG.**



NOTE:
NO LANDSCAPE PLANTINGS
WITHIN 3' OF PARKING
LOT CURBS.



Scale 1" = 20'



THESE RESULTS INDICATE THAT THE EFFECTS OF THE PRESENCE OF A SECONDARY SOURCE OF INFORMATION ON THE PERCEPTION OF THE QUALITY OF THE INFORMATION ARE NOT SIGNIFICANT. THE EFFECTS OF THE PRESENCE OF A SECONDARY SOURCE OF INFORMATION ON THE PERCEPTION OF THE QUALITY OF THE INFORMATION ARE NOT SIGNIFICANT. THE EFFECTS OF THE PRESENCE OF A SECONDARY SOURCE OF INFORMATION ON THE PERCEPTION OF THE QUALITY OF THE INFORMATION ARE NOT SIGNIFICANT.

LANDSCAPE PLAN

CITY OF SACHSE LANDSCAPE REQUIREMENTS		
BUFFER/ADJ.	ROW BUFFER: 10' WIDE 1 TREE PER 50 LF BICOMPACTIBILITY BUFFER: 5' WIDE 1 TREE PER 50' COMPACTIBILITY BUFFER: 5' WIDE	
	REQUIRED	PROVIDED
NORTH	COMPACTIBILITY: 5' WIDE 361 LF	5' 9'
SOUTH	COMPACTIBILITY: 10' WIDE 360 LF AND 6 TREES	10' 6 TREES
EAST	COMPACTIBILITY: 5' WIDE 261 LF	5'
WEST	COMPACTIBILITY: 5' WIDE 261 LF, MINIMUM	
PARKING LOT LANDSCAPE	8' SF LANDSCAPE AREA PER PARKING SPACE NO MORE THAN 12 SPACES WITHOUT AN ISLAND	
	REQUIRED	PROVIDED
	96 SPACES x 8 SF = 768 SF	1,675 SF

- AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM EQUIPPED WITH RAIN/FREEZE SENSOR SHALL BE PROVIDED TO ALL REQUIRED LANDSCAPE AREAS.
- IRRIGATION SHALL HAVE AN ET BASED CONTROLLER.
- IRRIGATION SYSTEM SHALL BE DESIGNED BY A QUALIFIED PROFESSIONAL AND INSTALLED BY A LICENSED IRRIGATOR.
- IDENTIFIED ON GRADING AND EROSION CONTROL PLANS. HYDROMUCH BERMUDA IN ALL DISTURBED AREAS AS REQ.

PLANTING NOTES:

2. PLANT SIZE, TYPE, AND CONDITION SUBJECT TO APPROVAL OF OWNER'S PRESENT ACCEPTANCE.
3. ALL PLANT MATERIAL TO BE NURSERY GROWN STOCK.
4. CONTRACTOR RESPONSIBLE FOR MAINTENANCE OF ALL PLANT MATERIAL UNTIL PROJECT COMPLETION.
5. ALL CONTAINER GROWN PLANTS TO HAVE FULL, VIGOROUS ROOT SYSTEM.
6. ALL PLANTS TO BE FULLY COMMERSE.
7. ALL PLANTS WOULD BE PRUNED AND FULLY BRANCHED; ALL TREES WITH SHADE 2/3 OF FULL CANOPY.
8. CONTRACTOR TO PROVIDE OWNER WITH PREFERRED MAINTENANCE SCHEDULE OF ALL PLANTS.
9. MAINTAIN/PROTECT VISIBILITY TRANGLE WITH PLANT MATERIAL PER CITY STANDARDS (SEE ATTACHED CITY SPECIFICATIONS).
10. PREP EXTREME WIDTH OF ALL DEFINED PLANTING BEDS WITH MIX AS OUTLINED IN SPECIFICATIONS TO SCHEDULE OF PLANTING. CURB, SET BACKS HAVE TO BE 3' FROM CURB 3' FEET.
11. SEE SPECIFICATIONS FOLLOWING FOR PLANTING DETAILS.
12. CONTRACTOR RESPONSIBLE FOR LOCATION OF ALL UTILITIES, INCLUDING BUT NOT LIMITED TO: WATER, GAS, CABLE, ETC. CONTRACTOR TO BE RESPONSIBLE FOR THE REMOVAL OF UTILITIES TO BE REPAIRED BY CONTRACTOR AT NO COST TO OWNER.
13. CONTRACTOR TO BE RESPONSIBLE FOR THE REMOVAL OF ALL EXISTING UTILITIES.
14. APPROVAL OF CITY ARBORIST: WORK TO INCLUDE REMOVAL OF ALL SUCKER GROWTH, BRANCHES, AND ALL INTERFERING BRANCHES MAKE ALL CUTS FLUSH TO REMAINING GROWTH; AND, INTERFERING BRANCHES MAKE ALL CUTS FLUSH TO REMAINING GROWTH. RETAIN NATURAL SHAPE OF PLANT. ALL WORK SUBJECT TO APPROVAL OF OWNER'S REPRESENTATIVE.
15. QUANTITIES ARE PROVIDED AS A COURTESY AND NOT INTENDED FOR BID PURPOSES. QUANTITIES MAY VARY.
16. INSTALL EDGING BETWEEN LAWN AND PLANTING BEDS. REFER TO SPECIFICATIONS.
17. PLANTING CRACK BUCKET (OR EQUAL) PER MANUFACTURERS INSTRUCTIONS ON EACH PLANTING CRACK BUCKET.
18. IN TIME OF CRACK PLANTING, SEASONAL PLANT AVAILABILITY CANNOT BE DETERMINED. CONTRACTOR TO BE RESPONSIBLE FOR THE AVAILABILITY OF ALL PLANTS AND RESERVE ALL BASK PLANTS WHEN AVAILABLE; IN CASE OF INSTANT, INSTALLATION OCCURS AT THE END OF THE SEASON.
19. CONTRACTOR TO PROVIDE ALL PLANTING MATERIALS AND SHEET. (BEAMS MAY BE SHOWN ON GRASSING PLAN).
20. PRIOR TO PLANTING, CONTRACTOR SHALL STATE THREE LOCATIONS FOR APPROVAL OF PLANTING.

LANDSCAPE PLAN
VICTORY SHOPS WOODBRIDGE
S STATE HWY 78
SACHSE, TX 75048

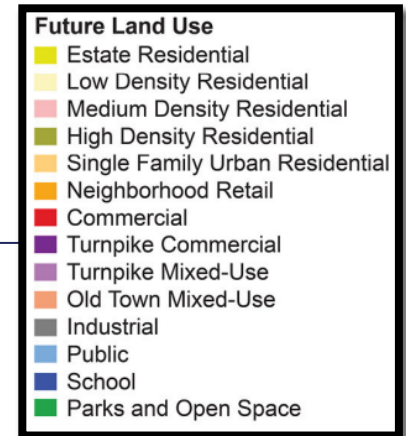
L-1

- Canopy trees planted 50' on center along rear property line



Future Land Use Plan (FLUP)

- The FLUP designates the subject property for Commercial uses, which are described as “...large-scale developments that attract regional traffic for shopping, general retail, restaurants and office uses. Big-box retail and grocery stores are typically in this category. May contain smaller retail with multiple anchors, restaurants, grocery stores, mid-rise offices, entertainment, recreation, and hotel uses.”
- State law requires that zoning decisions “must be adopted in accordance with a Comprehensive Plan”.
- The FLUP supports the proposed rezoning request.



Staff Recommendation

Staff has concerns with the proposed Special Use Permit request for the following reasons:

- While the proposed use is allowed with approval of a special use permit, staff has general concerns about the request given the proximity to an adjacent day care use that had a special use permit approved in February 2023.

The recommendation of the Planning & Zoning Commission will be considered by the City Council at their September 15, 2025, regular meeting.