

PLANNING & ZONING COMMISSION

MEETING AGENDA

OCTOBER 14, 2024, 7:00 PM



PLANNING & ZONING COMMISSION REGULAR MEETING

HISTORIC CHURCH BUILDING - 403 N 7TH STREET, SANGER, TEXAS

CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

INVOCATION AND PLEDGE

CITIZENS COMMENTS

This is an opportunity for citizens to address the Commission on any matter. Comments related to public hearings will be heard when the specific hearing begins. Citizens are allowed 3 minutes to speak. Each speaker must complete the Speaker's Form and include the topic(s) to be presented. Citizens who wish to address the Commission with regard to matters on the agenda will be received at the time the item is considered. The Commission is not allowed to converse, deliberate or take action on any matter presented during citizen input.

CONSENT AGENDA

All items on the Consent Agenda will be acted upon by one vote without being discussed separately unless requested by a Commissioner to remove the item(s) for additional discussion. Any items removed from the Consent Agenda will be taken up for individual consideration.

1. Consideration and possible action of the minutes from September 9, 2024 meeting.

PUBLIC HEARING ITEMS

2. Conduct a public hearing on an amendment to Ordinance No. 05-06-18 to amend the setbacks on the 60-foot lots, land described A0029A R. BEEBE, TR 58 & 59, 22.85 ACRES, OLD DCAD SHT 2, TR 6, A0029A R. BEEBE, TR 57, 14.16 ACRES, OLD DCAD SHT 2, TR 5, within the City of Sanger, and generally located North of McReynolds Road and East of Indian Lane.

ACTION ITEMS

3. Consideration and possible action on an amendment to Ordinance No. 05-06-18 to amend the setbacks on the 60-foot lots, land described A0029A R. BEEBE, TR 58 & 59, 22.85 ACRES, OLD DCAD SHT 2, TR 6, A0029A R. BEEBE, TR 57, 14.16 ACRES, OLD DCAD SHT 2, TR 5, within the City of Sanger, and generally located North of McReynolds Road and East of Indian Lane.

FUTURE AGENDA ITEMS

The purpose of this item is to allow the Chairman and Commissioners to bring forward items they wish to discuss at a future meeting, A Commissioner may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting. Items may be placed on a future meeting agenda with a consensus of the Commission or at the call of the Chairman.

INFORMATIONAL ITEMS

ADJOURN

NOTE: The Commission reserves the right to adjourn into Executive Session as authorized by Texas Government Code, Section 551.001, et seq. (The Texas Open Meetings Act) on any item on its open meeting agenda in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.087 of the Texas Open Meetings Act.

CERTIFICATION

I certify that a copy of this meeting notice was posted on the bulletin board at City Hall that is readily accessible to the general public at all times and was posted on the City of Sanger website on October 11, 2024 at 10:15 AM.

/s/ Stefani Dodson
Stefani Dodson, Secretary

The Historical Church is wheelchair accessible. Request for additional accommodations or sign interpretation or other special assistance for disabled attendees must be requested 48 hours prior to the meeting by contacting the City Secretary's Office at 940.458.7930.



PLANNING & ZONING COMMISSION COMMUNICATION

DATE: October 14, 2024

FROM: Stefani Dodson, Planning Technician

AGENDA ITEM: Consideration and possible action of the minutes from September 9, 2024 meeting.

SUMMARY:

N/A

FISCAL INFORMATION:

Budgeted: N/A

Amount: N/A

GL Account: N/A

RECOMMENDED MOTION OR ACTION:

N/A

ATTACHMENTS:

Minutes from September 9, 2024

PLANNING & ZONING COMMISSION

MEETING MINUTES

SEPTEMBER 09, 2024, 7:00 PM

PLANNING & ZONING COMMISSION REGULAR MEETING

HISTORIC CHURCH BUILDING - 403 N 7TH STREET, SANGER, TEXAS

CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

There being a quorum Commissioner Miller called the Planning and Zoning meeting to order at 7:22 P.M

BOARD MEMBERS PRESENT:

Commissioner, Place 1	Shane Stone
Commissioner, Place 2	Kristin Edwards
Commissioner, Place 3	Jackie Turner
Commissioner, Place 4	Timothy Skaggs
Commissioner, Place 5	Jacob Gastelum
Commissioner, Place 6	Jason Miller
Commissioner, Place 7	Lisa Freeman

BOARD MEMBERS ABSENT:

All members were present.

STAFF MEMBERS PRESENT:

Director of Development Services Ramie Hammonds, Planning Technician Stefani Dodson, and Secretary Shelley Warner

INVOCATION AND PLEDGE

Pledge was led by Commissioner Miller during the Zoning Board of Adjustment meeting.

CITIZENS COMMENTS

No citizens came forward.

CONSENT AGENDA

1. Consideration and possible action of the minutes from August 13, 2024 meeting.

Commissioner Miller makes a motion to approve the consent agenda.
Commissioner Turner seconded the motion.

Voting Yea: Commissioner Stone, Commissioner Gastelum, Commissioner Edwards, Commissioner Freeman and Commissioner Skaggs. The motion passes unanimously.

PUBLIC HEARING ITEMS

2. Conduct a Public Hearing on a request for a Specific Use Permit (SUP) for a Temporary Concrete Batch Plant use for Lane Ranch Phase 1, being approximately 43.821 acres of land described as A0029A R BEEBE, 65B, and A0029A R. BEEBE, TR 65(PT), OLD DCAD SHT 2, TR 4, within the City of Sanger, and generally located south of FM 455 and east of Indian Lane.

Commissioner Miller read the Public Hearing item at 7:23 P.M.

Planning Technician Stefani Dodson presented the item.

Commissioner Stone, Commissioner Skaggs, Commissioner Turner, and Commissioner Freeman asked questions.

The applicant was present to respond to questions. Director Hammonds further elaborated.

Commissioner Miller closed the Public Hearing item at 7:35 P.M.

ACTION ITEMS

3. Consideration and possible action on the Final Plat of Sanger Circle Phase 7, being approximately 14.908 acres of land described as A0029A R. BEEBE, TR 72B(2A), within the City of Sanger, and generally located on the west side of Marion Road approximately 820 feet south of the intersection of Marion Road and Huling Road.

Commissioner Miller read the Action item at 7:38 P.M.

Planning Technician Stefani Dodson presented the item. Staff recommends approval.

Commissioner Stone makes a motion to approve the Final Plat of Sanger Circle Phase 7. Commissioner Gastelum seconded the motion.

Voting Yea: Commissioner Miller, Commissioner Freeman, Commissioner Turner, Commissioner Edwards, and Commissioner Skaggs. The motion passes unanimously.

Commissioner Miller closed the Action item at 7:40 P.M.

4. Consideration and possible action on a request for a Specific Use Permit (SUP) for a Temporary Concrete Batch Plant use for Lane Ranch Phase 1, being approximately 43.821 acres of land described as A0029A R BEEBE, 65B, and A0029A R. BEEBE, TR 65(PT), OLD DCAD SHT 2, TR 4, within the City of Sanger, and generally located south of FM 455 and east of Indian Lane.

Commissioner Miller read the Action item at 7:35 P.M.

Planning Technician Stefani Dodson presented the item. Staff recommends approval.

Commissioner Stone makes a motion to approve the item with the condition all comments are met prior to City Council approval. Commissioner Gastelum seconded the motion.

Voting Yea: Commissioner Miller, Commissioner Turner, Commissioner Edwards, Commissioner Freeman and Commissioner Skaggs. The motion passes unanimously.

Commissioner Miller closed the Action item at 7:37 P.M.

FUTURE AGENDA ITEMS

No items were discussed.

INFORMATIONAL ITEMS

Director Hammonds mentioned capital improvement items that will be coming in the next few months; there will be a new board created for oversight.

Director Hammonds mentioned the upcoming roadway impact fee study.

Director Hammonds advised the Board of an upcoming ordinance amendment proposal to change meeting times from 7:00 p.m. to 6:00 p.m., if City Council is agreeable.

ADJOURN

There being no further items Commissioner Miller adjourns the meeting at 7:42 P.M.



PLANNING & ZONING COMMISSION COMMUNICATION

DATE: October 14, 2024

FROM: Ramie Hammonds, Development Services Director

AGENDA ITEM: Conduct a public hearing on an amendment to Ordinance No. 05-06-18 to amend the setbacks on the 60-foot lots, land described A0029A R. BEEBE, TR 58 & 59, 22.85 ACRES, OLD DCAD SHT 2, TR 6, A0029A R. BEEBE, TR 57, 14.16 ACRES, OLD DCAD SHT 2, TR 5, within the City of Sanger, and generally located North of McReynolds Road and East of Indian Lane.

SUMMARY:

- The applicant is wanting to modify the setbacks on the 60-foot lots.
- The applicant is wanting to modify the setbacks to Front – 20 foot, Back – 15 foot, Side yard – 5, Corner lot side yard – 15 foot.
- The current setbacks are as follow, Front – 25 foot, Back – 25 foot, Side yard – 8, Corner lot side yard – 20 foot.
- Staff mailed out 55 public hearing notices to owners of properties within 200 feet of the subject property and as of this meeting has not received any response.

FISCAL INFORMATION:

Budgeted: N/A

Amount: N/A

GL Account: N/A

RECOMMENDED MOTION OR ACTION:

N/A

ATTACHMENTS:

Location Map

Item 2.



Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



PLANNING & ZONING COMMISSION COMMUNICATION

DATE: October 14, 2024

FROM: Ramie Hammonds, Development Services Director

AGENDA ITEM: Consideration and possible action on an amendment to Ordinance No. 05-06-18 to amend the setbacks on the 60-foot lots, land described A0029A R. BEEBE, TR 58 & 59, 22.85 ACRES, OLD DCAD SHT 2, TR 6, A0029A R. BEEBE, TR 57, 14.16 ACRES, OLD DCAD SHT 2, TR 5, within the City of Sanger, and generally located North of McReynolds Road and East of Indian Lane.

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FISCAL INFORMATION:

Budgeted: N/A Amount: N/A GL Account: N/A

RECOMMENDED MOTION OR ACTION:

Staff recommends APPROVAL.

ATTACHMENTS:

Location Map
Revised PD
Application
Letter of Intent

Item 3.

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



201 Bolivar Street/PO Box 1729 * Sanger, TX 76266
940-458-2059(office) www.sangertexas.org

ZONING CHANGE/SUP APPLICATION

☒

Zoning Change

☐

Specific Use Permit

Applicant

Name:	Eugene Middleton, P.E.
Company:	Middleton & Associates, LLC
Address:	2785 Rockbrook Drive, Suite 105
City, State, Zip	Lewisville, Texas, 75067
Phone:	972-393-9800
Fax:	N/A
Email:	eugene@middleton-associates.com

Owner (if different from applicant)

Name:	Mr. Joseph Palmer
Company:	Marion Hills Apartments LLC
Address:	309 Brock Street
City, State, Zip	Coppell, Texas, 75019
Phone:	972-998-1938
Fax:	N/A
Email:	jpalmer@prosperitypc.com

Submittal Checklist

<input type="checkbox"/>	Site Plan (for Specific Use Permits Only)
<input checked="" type="checkbox"/>	Letter of Intent
<input checked="" type="checkbox"/>	Application Fee (Check Payable to City of Sanger)

I certify that I am the legal owner of the above referenced property and that to the best of my knowledge this is a true description of the property upon which I have requested the above checked action. I designate the applicant listed as my representative.

Describe the subject property (address, location, size, etc.):

37.128 Acres, Lake Ridge Phase 4

Describe the proposed zoning change or Specific Use Permit (SUP): Amend current PD

Owner Signature**Applicant Signature****Date**

9-13-24

Date**Office Use**

	Fee
	Date

Joseph P.
Palmer

City of Sanger
201 Bolivar / P.O Box 1729
Sanger, TX 76266
940-458-2059 (office) www.sangertexas.org

Digitally signed by Joseph P. Palmer
DN: cn=Joseph P. Palmer,
o=Consilium Capital Group, ou,
email=jpalmer@investccg.com,
c=US
Date: 2024.09.18 09:49:33 -05'00'

LAKE RIDGE PHASE 4

PD SUMMARY

Purpose Statement - To amend the zoning on approximately 37.128 acres from PD 05-06-18 to an Amended PD for the property described by metes and bounds on Exhibit “A” (the “Property”) of this PD Ordinance. Development and use of the Property shall comply with the former PD 05-06-18 and this Amended PD Ordinance. In the event of a conflict between the original PD Zoning Ordinance and this PD Ordinance, this PD Ordinance shall control.

RESIDENTIAL LAND USES

I. Setbacks, etc. for Single Family Detached.

A. Front Yard Setback.

The minimum front yard building setback shall be twenty feet (20’).

B. Side Yard Setback.

The minimum side yard building setback shall be five feet (5’) on each side. A side yard adjacent to a street on a corner lot shall always have a minimum fifteen-foot (15’) side yard building setback.

C. Rear Yard Setback.

The minimum rear yard building setback shall be fifteen feet (15’). All rear yards are measured from the rear facade of the residence (excluding porches and projecting architectural features) to the rear lot line. Porches and architectural features such as stoops, overhangs, courtyard walls, masonry chimneys and bay windows may extend into the rear yard a maximum of five feet (5’).

D. Garages.

An enclosed parking area of at least four hundred square feet (20 feet by 20 feet) shall be provided for a garage (this does not count towards the minimum house size). The face of a garage door must be located at least 20 feet from the street right-of-way line that the garage door faces. The garage door does not have to be behind the street facing façade of the house. Split garage doors with a separate door for each vehicle bay are not required.

E. Design Elements

All residential dwellings will meet the City of Sanger Exterior Façade Design Criteria Manual as adopted on October 7, 2019, except as noted below:

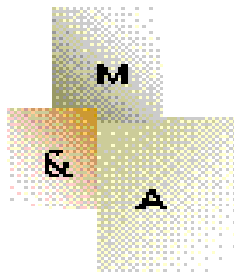
- 1.3 Garages shall be a minimum of 400 square feet. Any garage facing a public street may not extend more than 10 feet beyond the house front or front porch, whichever is closer. On non-typical lots where site constraints are present, a variance to the maximum 10 feet garage extension beyond house front may be approved by the Director of Development Services or through an alternative façade permit application by the City Council.
- 1.4 All walls, except gabled roof areas, which are on the front façade and face a street other than an alley must contain at least 25% of the wall space in windows and doors. The garage door shall count as a “door” towards the 25% requirement.

In lieu of side yard walls on corner lots requiring windows and doors comprising of 25% of the wall space, a corner lot shall comply with the following:

1. A side yard wall on a corner lot facing a street shall consist of at least 2 windows or doors totaling 25 square feet in aggregate area.
2. On corner lots, side yard fencing facing residential streets and the adjacent gate return, shall be a stained 6-foot-tall cedar board-on-board fence with a decorative top cap and metal posts. Posts and hardware shall be on the internal side of the fence and not viewed from the public ROW.
3. On corner lots, fencing facing a collector or arterial street shall be a 6-foot masonry wall with columns.
4. On corner lots, front fencing or gates that face a primary street shall be set back from the front façade a minimum of 10 feet but no more than 15 feet.
5. If a window of any size is not installed on the side of a house on a corner lot between the front build line and side yard fence return, shrubs of a minimum of 3 gallons in size shall be planted between front build line and fence return at a spacing of 4 feet on center. In addition, one 3-inch caliper eastern red cedar (*Juniperus virginiana*), or other evergreen tree species approved by the Director of Development Services, shall be planted at the longitudinal midpoint between the front build line and fence return.

II. Utilities and Equipment

- A. All public utility easements (PUE) shall be a minimum of 15 feet in width. All franchise utility easements (FUE) shall be a minimum of 10 feet in width.



MIDDLETON & ASSOCIATES, LLC

CONSULTING CIVIL ENGINEERS AND LAND PLANNERS

September 16, 2024

Ms. Ramie Hammonds
Director of Development Services
City of Sanger
201 Bolivar Street
Sanger, Texas 76266

RE: Letter of Intent
Rezoning for Lake Ridge Phase 4
Sanger, Texas

Dear Ramie:

Please accept this Letter of Intent for the rezoning of the Lake Ridge Phase 4 property located just north and east of Lake Ridge Ph 3 in Sanger. The property is approximately 37.128 acres consisting of one (1) property owner – Marion Hills Apartments LLC. This tract is currently cleared with no tree cover.

The purpose of this request is to change the zoning from existing PD Ordinance 05-06-18 to an Amended PD. The Cities Future Land Use Plan identifies this area as Medium Density Residential. The proposed PD would modify the front, rear and side yard building setbacks to allow for a larger home to be constructed on the 60-foot lots. We believe this request allows the builders many more options on home types and sizes. The owner for this submittal is Mr. Joseph Palmer and the developer is Mr. Casey McGinnis.

If you have any other questions or would like additional information regarding our submittal, please contact me at 972-393-9800 or Mr. McGinnis at 214-232-6180.

Sincerely,
MIDDLETON & ASSOCIATES, LLC.

Eugene Middleton, P.E.
President