

PLANNING & ZONING COMMISSION

PLANO MUNICIPAL CENTER

1520 K AVENUE

January 3, 2006

ITEM NO.	EXPLANATION	ACTION TAKEN
	6:30 p.m. - Dinner - Planning Conference Room 2E	
	7:00 p.m. - Regular Meeting - Council Chambers	
	The Planning & Zoning Commission may convene into Executive Session pursuant to Section 55.071 of the Texas Government Code to consult with its attorney regarding posted items in the regular meeting.	
1	Call to Order/Pledge of Allegiance	
2	Approval of Agenda as Presented	
3	Approval of Minutes - December 19, 2005, Pre-meeting & Meeting Minutes	
4	General Discussion: The Planning & Zoning Commission will hear comments of public interest. Time restraints may be directed by the Chair of the Planning & Zoning Commission. Specific factual information, explanation of current policy, or clarification of Planning & Zoning Commission authority may be made in response to an inquiry. Any other discussion or decision must be limited to a proposal to place the item on a future agenda.	
	<u>CONSENT AGENDA</u>	
5a CDD	Preliminary Site Plan: Lincoln R&D in Legacy (Phase III), Block A, Lot 1 - Three general office buildings on one lot on 12.1± acres located at the southeast corner of Pinecrest Drive and Tennyson Parkway. Zoned Commercial Employment. Neighborhood #16. Applicant: Lincoln Property Company	
5b CDD	Final Plat: Preston Lakes Phase Six - 37 Patio Home lots and one open space lot on 8.1± acres located on the north side of Tulane Drive, 488± feet west of Ohio Drive. Zoned Patio Home. Neighborhood #43. Applicant: Preston Parker L.P.	

5c CDD	Final Plat: Preston Lakes Phase Seven - 14 Patio Home lots and three open space lots on 3.0± acres located on the west side of Ohio Drive, 655± feet north of Tulane Drive. Zoned Patio Home. Neighborhood #43. Applicant: Preston Parker L.P.
5d CDD	Preliminary Site Plan: Lexington Park Addition - 98 Single-Family Residence Attached lots and eight open space lots on 6.3± acres located on the southwest corner of 18th Street and G Avenue. Zoned Planned Development-179-Downtown Business/Government with Heritage Resource Designation #20. Neighborhood #59. Applicant: Lexington Luxury Builders
5e CDD	Preliminary Plat: Preston Creek Shopping Center, Block A, Lot 2 - A shopping center on one lot on 5.2± acres located at the northeast corner of Preston Road and Towne Square Drive. Zoned Planned Development-20-Mixed Use. Neighborhood #4. Applicant: ASG Preston Creek Retail Center, Ltd.
5f BT	Final Plat: McDermott Pavilion Addition, Block A, Lot 5R - A bank with drive-through lanes on one lot on 1.8± acres located on the west side of Custer Road, 180± feet from Bent Horn Drive. Zoned Retail. Neighborhood #3. Applicant: McDermott Pavilion L.P.
5g BT	Preliminary Plat: Performance Addition 2, Block 1, Lots 1 & 2 - An automobile storage facility on one lot and a future office building on one lot on 8.7± acres located on the south side of Village Creek Drive, 700± feet south of Plano Parkway. Zoned Planned Development-203-General Office. Applicant: Ironwood Partners, Ltd.
5h CDD	Preliminary Plat: Kings Ridge Addition, Phase Three - 115 Patio Home lots and ten open space lots on 27.8± acres located at the northwest corner of Kings Manor Lane and Spring Creek Parkway. Zoned Planned Development-160-Patio Home. Neighborhood #25. Applicant: Prosper Land Company, LLC
<u>END OF CONSENT AGENDA</u>	
<u>PUBLIC HEARINGS</u>	
6 BT	Public Hearing: Zoning Case 2005-51 - A request for a Specific Use Permit for Day Care Center on one lot on 3.0± acres located on the north side of Plano Parkway, 700± feet west of Chapel Hill Boulevard. Zoned Planned Development-112-Retail. Applicant: Midway/Parkway Investment Ltd.
7 BT	Public Hearing - Preliminary Replat & Revised Site Plan: ANS Headquarters, Block A, Lots 1R & 2R - An office/warehouse with limited manufacturing and distribution on two lots on 28.7± acres located at the northwest corner of Preston Road and Tennyson Parkway. Zoned Commercial Employment. Neighborhood #16. Applicant: ANS Inc.

**8
CDD**

Public Hearing - Replat: Ray Huffines Chevrolet Dealership, Block A, Lot 3 - A new car dealer on one lot on 6.3± acres located at the northwest corner of Plano Parkway and Coit Road. Zoned Light Industrial-1. Neighborhood #55. **Applicant: Huffines Plano Properties, L.P.**

END OF PUBLIC HEARINGS

**9
SS**

Discussion and Direction: Infill Housing - Discussion and direction regarding the draft text of the Infill Housing Policy Statement. **Applicant: City of Plano**

**10
PJ**

Discussion and Direction: Proposed Amendments to the Commission's Adopted Procedures concerning Time Limits for Speakers and the Order of Agenda Items - Discussion and direction on proposed amendments to the Commission's adopted rules and procedures concerning time limits for speakers and the order of agenda items. **Applicant: City of Plano**

ACCESSIBILITY STATEMENT

Plano Municipal Center is wheelchair accessible. A sloped curb entry is available at the main entrance facing Municipal Avenue, with specially marked parking spaces nearby. Access and special parking are also available on the north side of the building. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by calling the Planning Department at (972) 941-7151.

CITY OF PLANO
PLANNING & ZONING COMMISSION
PUBLIC HEARING PROCEDURES

The Planning & Zoning Commission welcomes your thoughts and comments on these agenda items. The Commission does ask, however, that if you wish to speak on an item that you:

1. **Fill out a speaker card.** This helps the Commission know how many people wish to speak for or against an item, and helps in recording the minutes of the meeting. **However, even if you do not fill out a card, you may still speak.** Please give the card to the secretary on the right-hand side of the podium before the meeting begins.
2. Limit your comments to new issues dealing directly with the case or item. Please try not to repeat the comments of other speakers.
3. **Limit your speaking time so that others may also have a turn.** If you are part of a group or homeowners association, it is best to choose one representative to present the views of your group. The Commission's adopted rules on speaker times are as follows:
 - 15 minutes for the applicant - After the public hearing is opened, the Chair of the Planning & Zoning Commission will ask the applicant to speak first;
 - 30 minutes for all other speakers, to be divided as follows:
 - ♦ 15 minutes for a representative of a homeowners association or other group with:
 - ♦ 3 minutes each for additional speakers; and
 - 5 minutes for applicant rebuttal.

The Commission values your testimony and appreciates your compliance with these guidelines.

For more information on the items on this agenda, or any other planning, zoning or transportation issue, please contact the Planning Department at (972) 941-7151.

CITY OF PLANO
PLANNING & ZONING COMMISSION
CONSENT AGENDA ITEMS

January 3, 2006

Agenda Item No. 5a
Preliminary Site Plan: Lincoln R&D in Legacy (Phase III), Block A, Lot 1
Applicant: Lincoln Property Company

Three general office buildings on one lot on 12.1± acres located at the southeast corner of Pinecrest Drive and Tennyson Parkway. Zoned Commercial Employment. Neighborhood #16.

Recommended for approval as submitted.

Agenda Item No. 5b
Final Plat: Preston Lakes Phase Six
Applicant: Preston Parker L.P.

37 Patio Home lots and one open space lot on 8.1± acres located on the north side of Tulane Drive, 488± feet west of Ohio Drive. Zoned Patio Home. Neighborhood #43.

Recommended for approval as submitted.

Agenda Item No. 5c
Final Plat: Preston Lakes Phase Seven
Applicant: Preston Parker L.P.

14 Patio Home lots and three open space lots on 3.0± acres located on the west side of Ohio Drive, 655± feet north of Tulane Drive. Zoned Patio Home. Neighborhood #43.

Recommended for approval as submitted.

Agenda Item No. 5d
Preliminary Site Plan: Lexington Park Addition
Applicant: Lexington Luxury Builders

98 Single-Family Residence Attached lots and eight open space lots on 6.3± acres located on the southwest corner of 18th Street and G Avenue. Zoned Planned Development-179-Downtown Business/Government with Heritage Resource Designation #20. Neighborhood #59.

Recommended for approval subject to:

1. Street name approval by the Engineering Department.
2. Additions and/or alterations to the engineering plans as required by the Engineering Department.

Agenda Item No. 5e
Preliminary Plat: Preston Creek Shopping Center, Block A, Lot 2
Applicant: ASG Preston Creek Retail Center, Ltd.

A shopping center on one lot on 5.2± acres located at the northeast corner of Preston Road and Towne Square Drive. Zoned Planned Development-20-Mixed Use. Neighborhood #4.

Recommended for approval subject to:

1. The filing of the conveyance plat for Preston Creek Shopping Center.
2. Additions and/or alterations to the engineering plans as required by the Engineering Department.

Agenda Item No. 5f
Final Plat: McDermott Pavilion Addition, Block A, Lot 5R
Applicant: McDermott Pavilion L.P.

A bank with drive-through lanes on one lot on 1.8± acres located on the west side of Custer Road, 180± feet from Bent Horn Drive. Zoned Retail. Neighborhood #3.

Recommended for approval as submitted.

Agenda Item No. 5g
Preliminary Plat: Performance Addition 2, Block 1, Lots 1 & 2
Applicant: Ironwood Partners, Ltd.

An automobile storage facility on one lot and a future office building on one lot on 8.7± acres located on the south side of Village Creek Drive, 700± feet south of Plano Parkway. Zoned Planned Development-203-General Office.

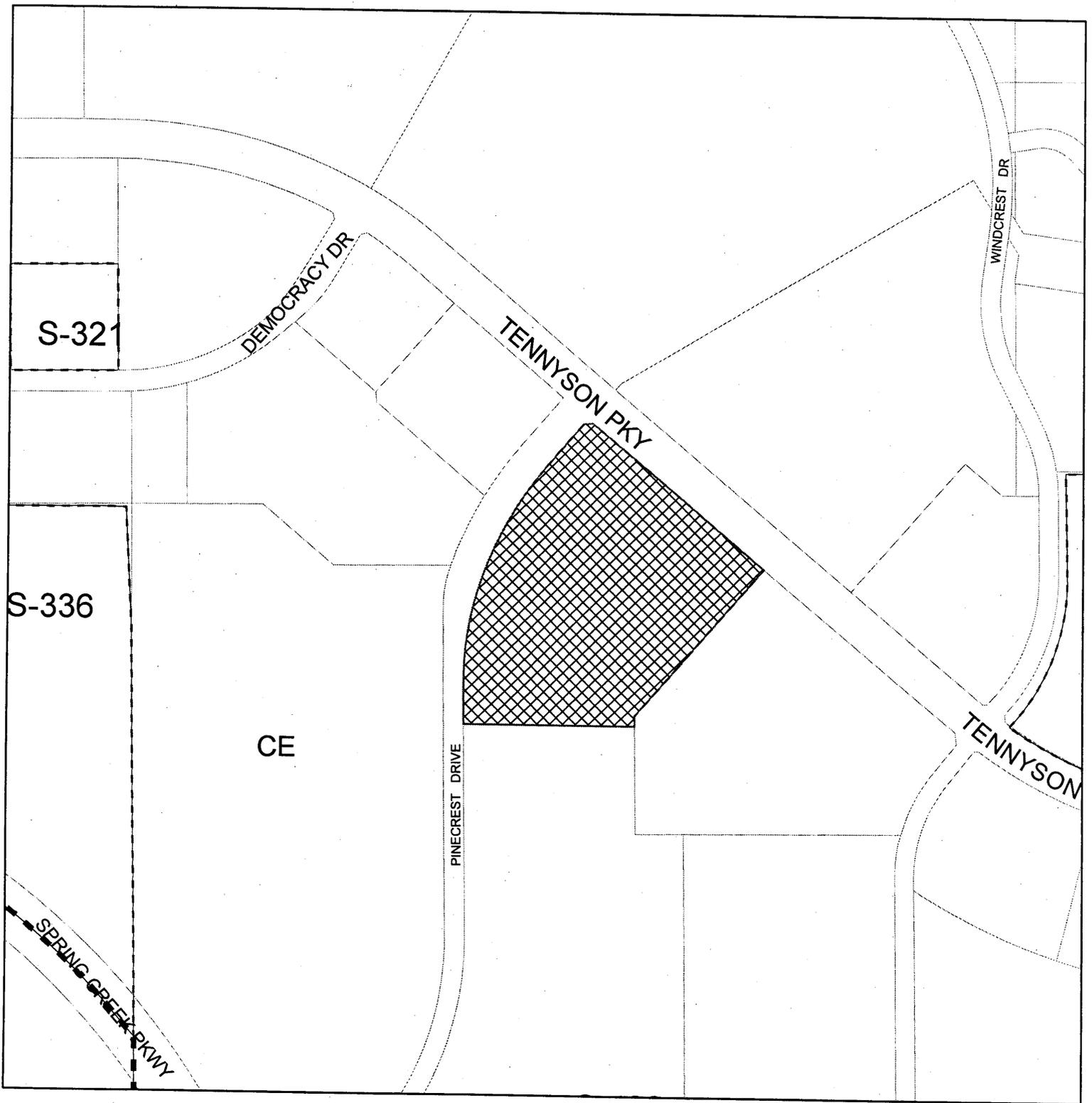
Recommended for approval subject to additions and/or alterations to the engineering plans as required by the Engineering Department.

Agenda Item No. 5h
Preliminary Plat: Kings Ridge Addition, Phase Three
Applicant: Prosper Land Company, LLC

115 Patio Home lots and ten open space lots on 27.8± acres located at the northwest corner of Kings Manor Lane and Spring Creek Parkway. Zoned Planned Development-160-Patio Home. Neighborhood #25.

Recommended for approval subject to:

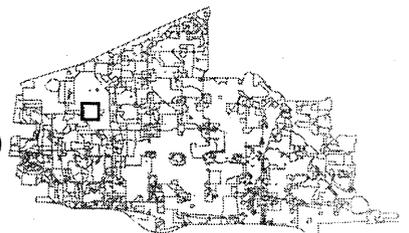
1. Replat of Block N, Lot 1 of Kings Ridge Addition, Phase Two.
 2. Additions and/or alterations to the engineering plans as required by the Engineering Department.
-



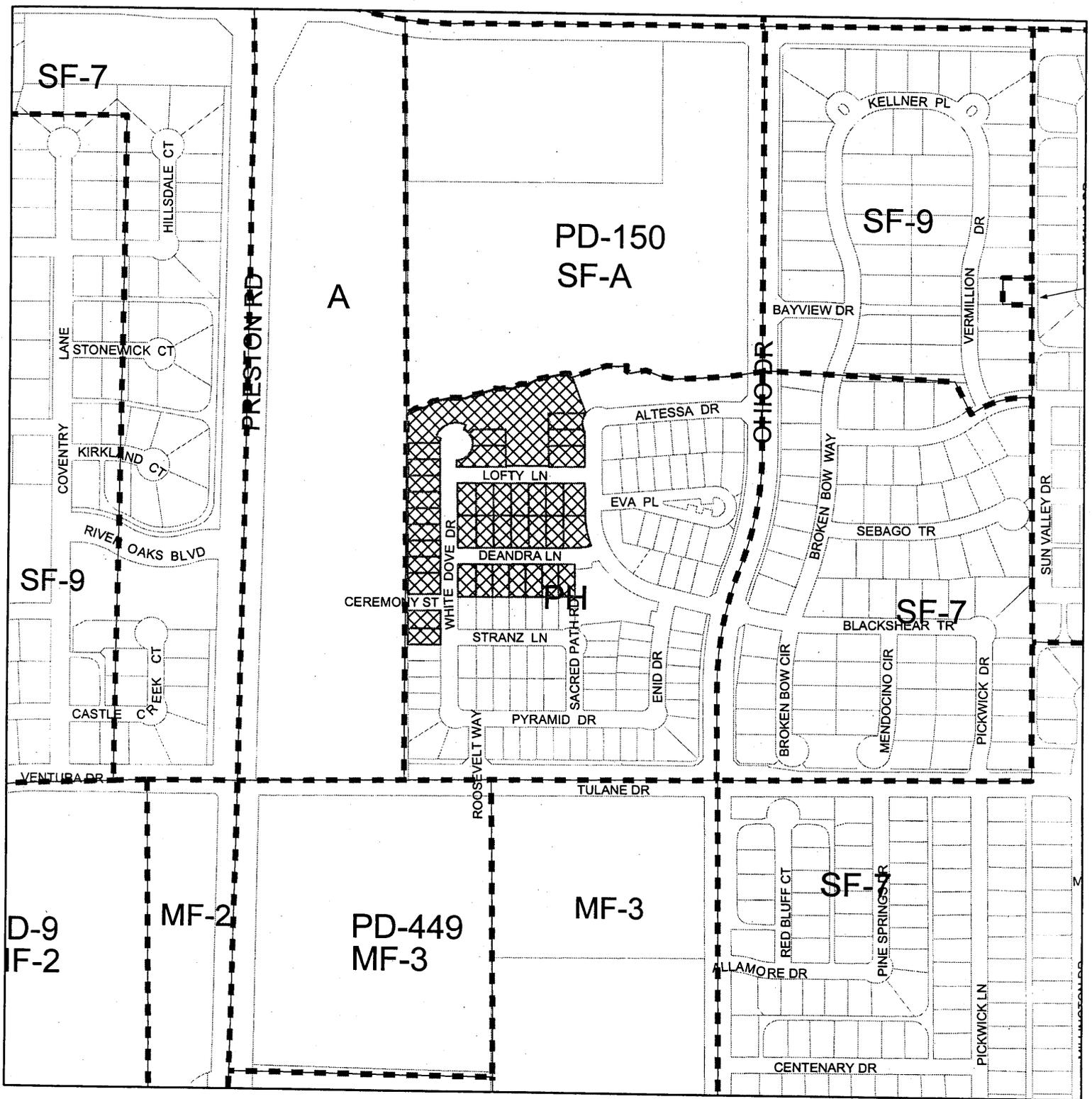
Item Submitted: PRELIMINARY SITE PLAN

Title: LINCOLN R&D AT LEGACY (PHASE III)
BLOCK A, LOT 1

Zoning: COMMERCIAL EMPLOYMENT



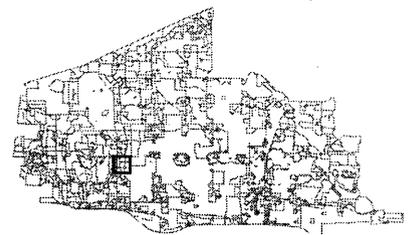
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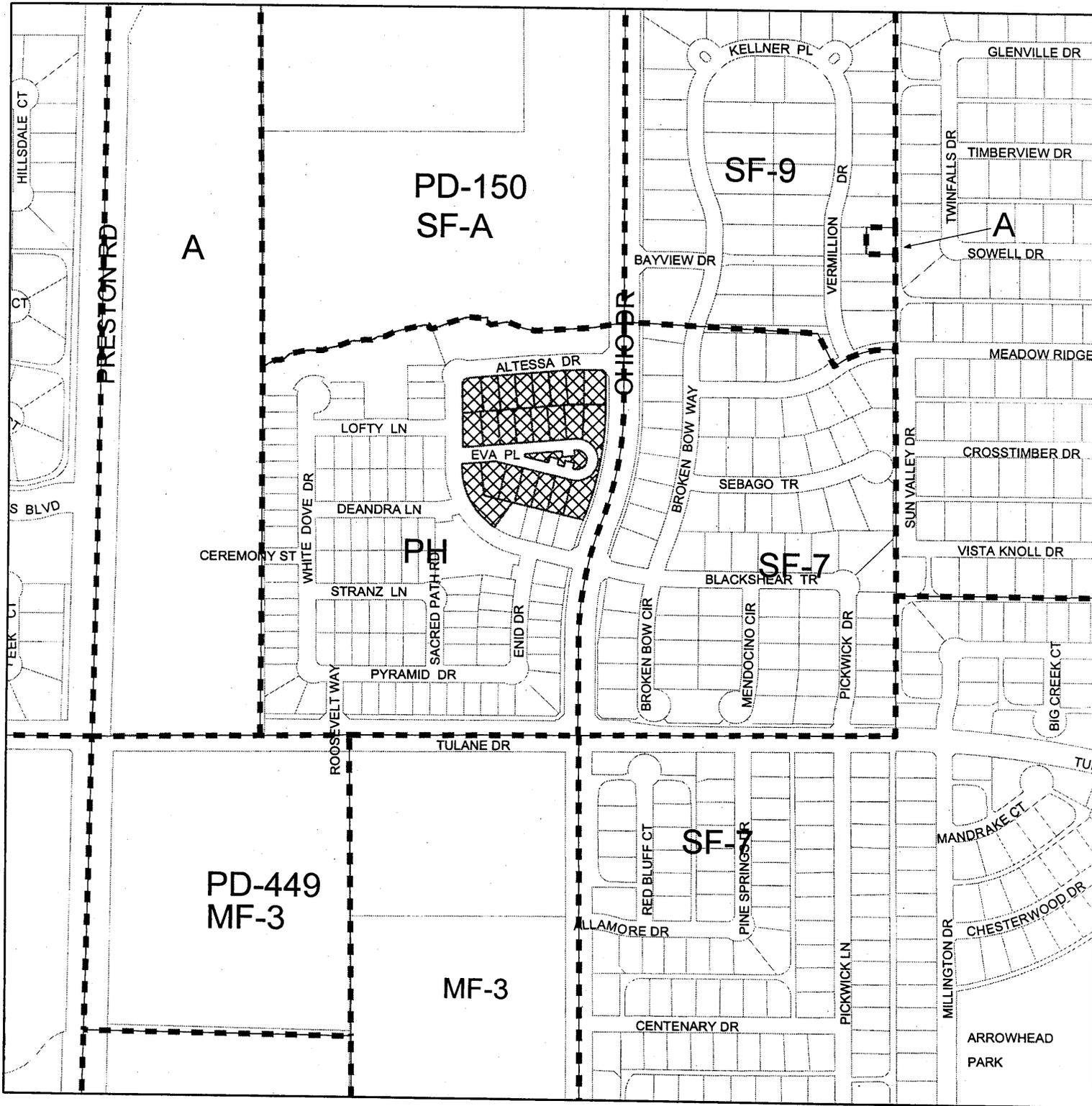
Item Submitted: FINAL PLAT

Title: PRESTON LAKES, PHASE SIX

Zoning: PATIO HOME



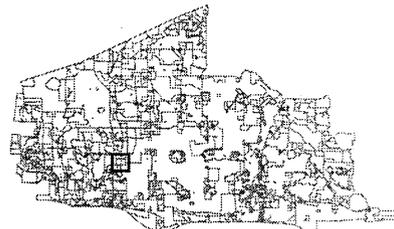
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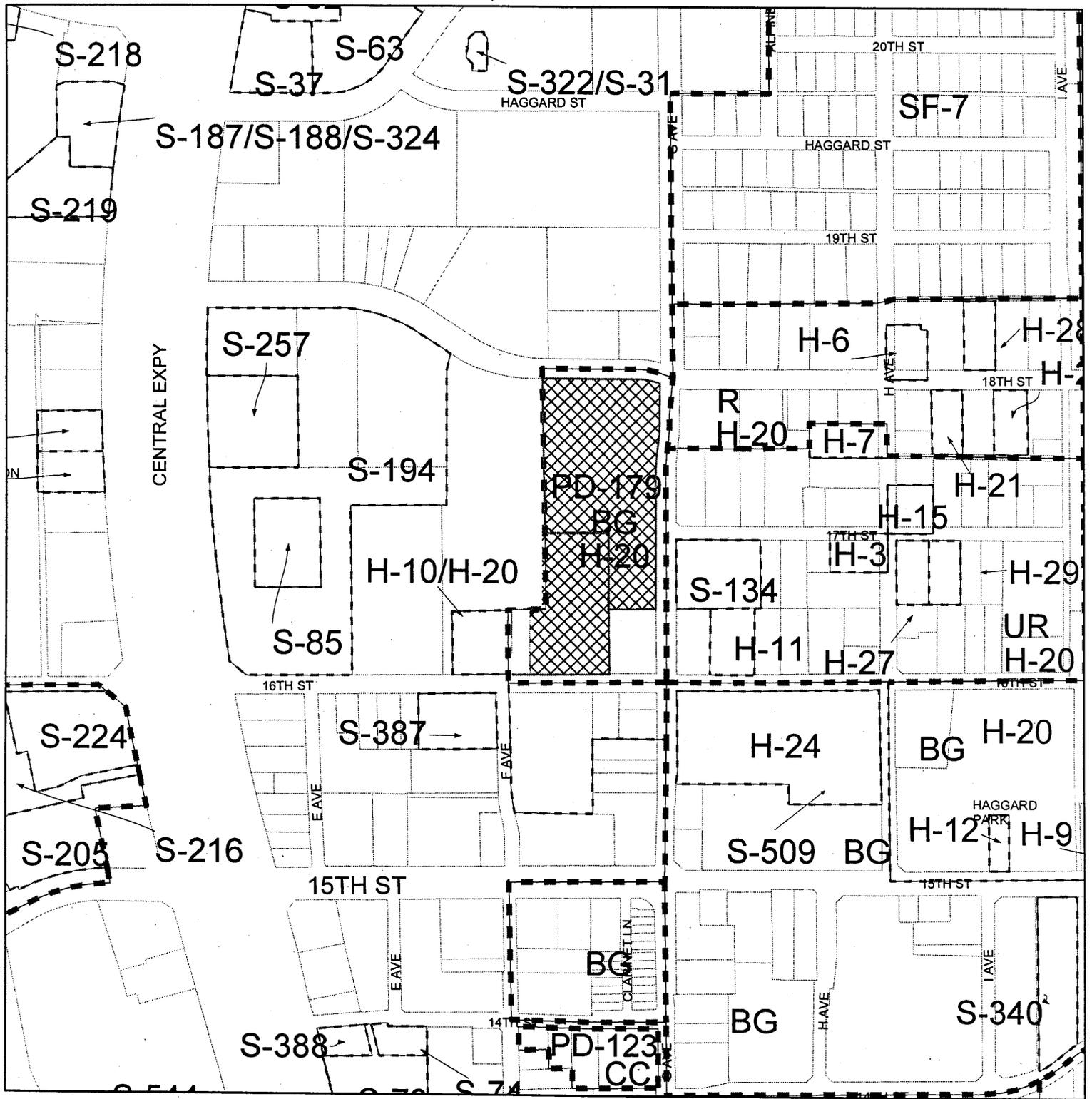
Item Submitted: FINAL PLAT

Title: PRESTON LAKES, PHASE SEVEN

Zoning: PATIO HOME



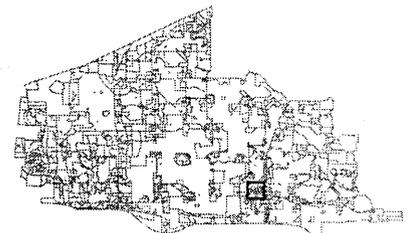
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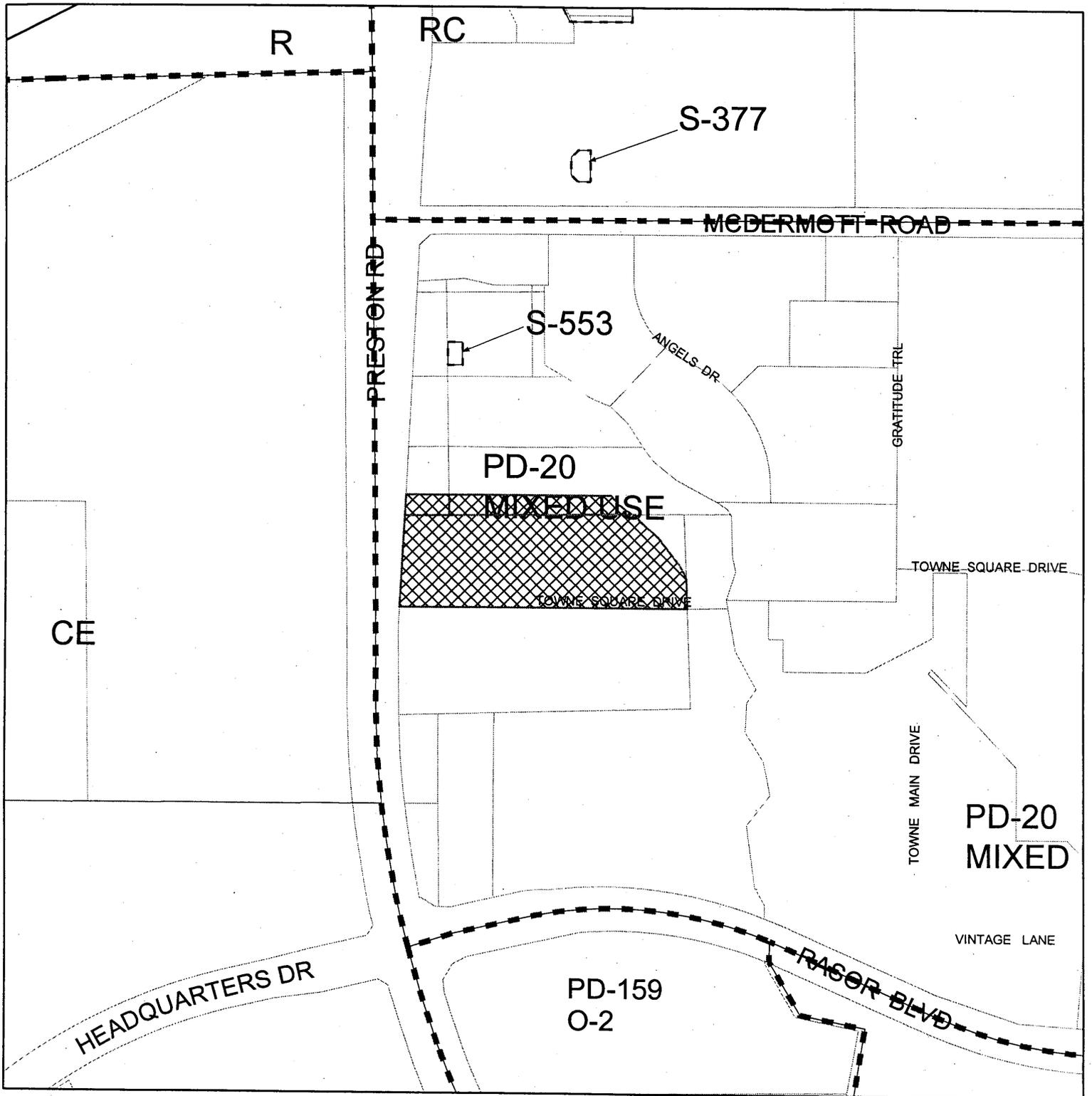
Item Submitted: PRELIMINARY SITE PLAN

Title: LEXINGTON PARK ADDITION

Zoning: PLANNED DEVELOPMENT-179-DOWNTOWN
 BUSINESS/GOVERNMENT
 w/HERITAGE RESOURCE DESIGNATION #20



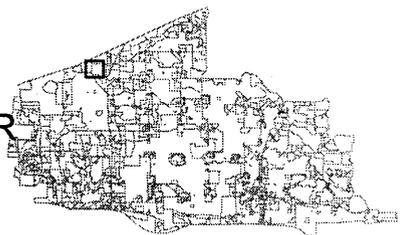
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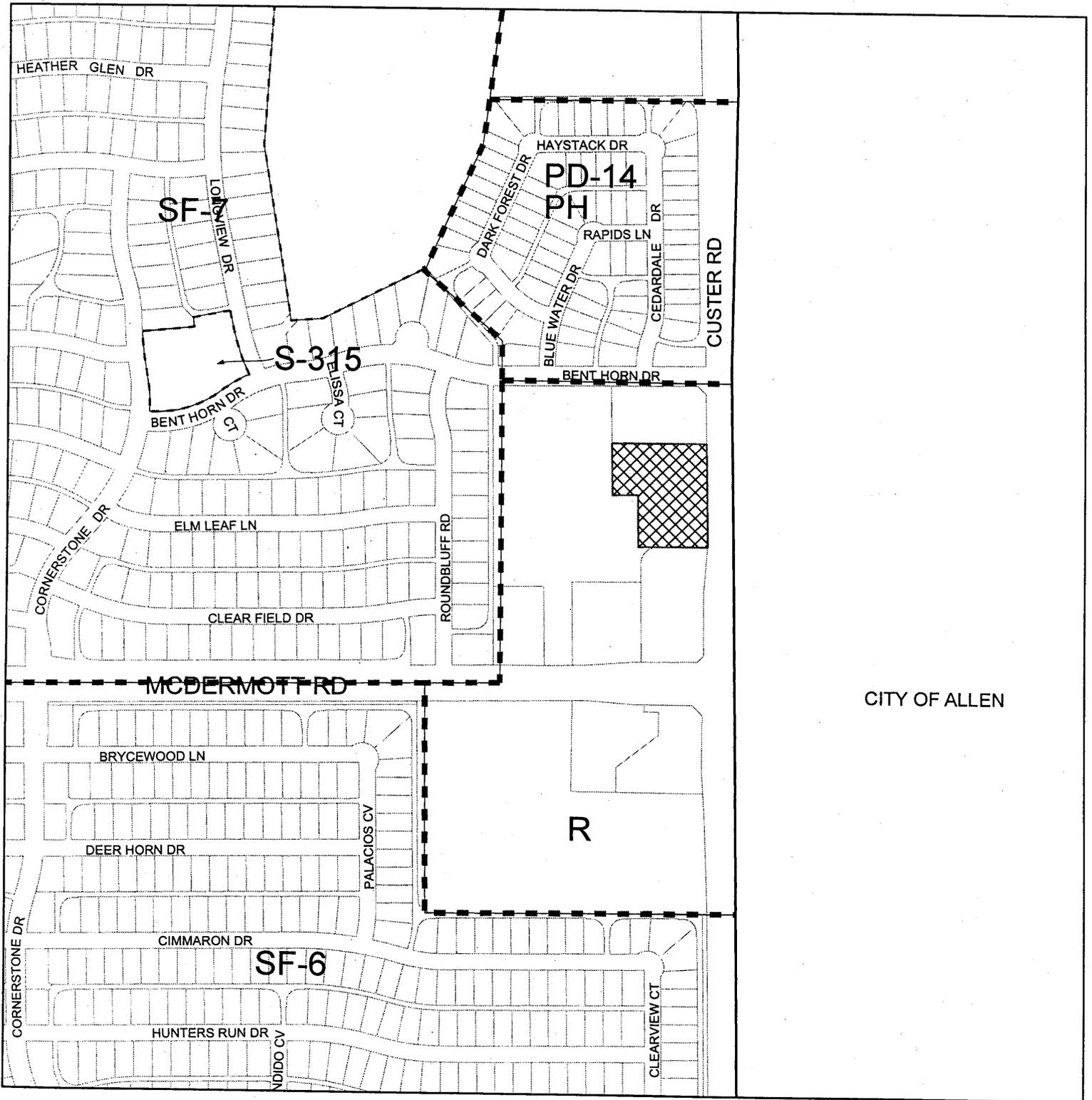
Item Submitted: PRELIMINARY PLAT

Title: PRESTON CREEK SHOPPING CENTER
BLOCK A, LOT 2

Zoning: PLANNED DEVELOPMENT-20-MIXED USE



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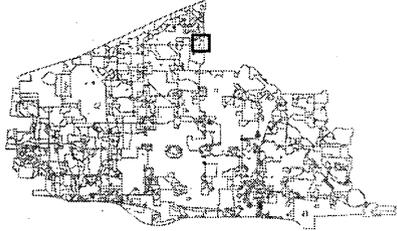
CITY OF ALLEN



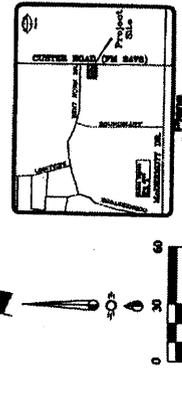
Item Submitted: FINAL PLAT

Title: MCDERMOTT PAVILION ADDITION
BLOCK A, LOT 5R

Zoning: RETAIL



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OWNER'S CERTIFICATE
 STATE OF TEXAS
 COUNTY OF COLLIN
 I, **DAVID S. SIMMONS**, of the County of Collin, State of Texas, do hereby certify that I am the owner of the above described property, and that the same is being offered for sale to the public in accordance with the provisions of the laws of the State of Texas, and that the same is being offered for sale to the public in accordance with the provisions of the laws of the State of Texas, and that the same is being offered for sale to the public in accordance with the provisions of the laws of the State of Texas.

NOTICE
 THAT **MCDERMOTT PAVILION, L.P.**, with its principal office at 11000 North Central Expressway, Suite 1000, Dallas, Texas 75243, is the owner of the above described property, and that the same is being offered for sale to the public in accordance with the provisions of the laws of the State of Texas, and that the same is being offered for sale to the public in accordance with the provisions of the laws of the State of Texas, and that the same is being offered for sale to the public in accordance with the provisions of the laws of the State of Texas.

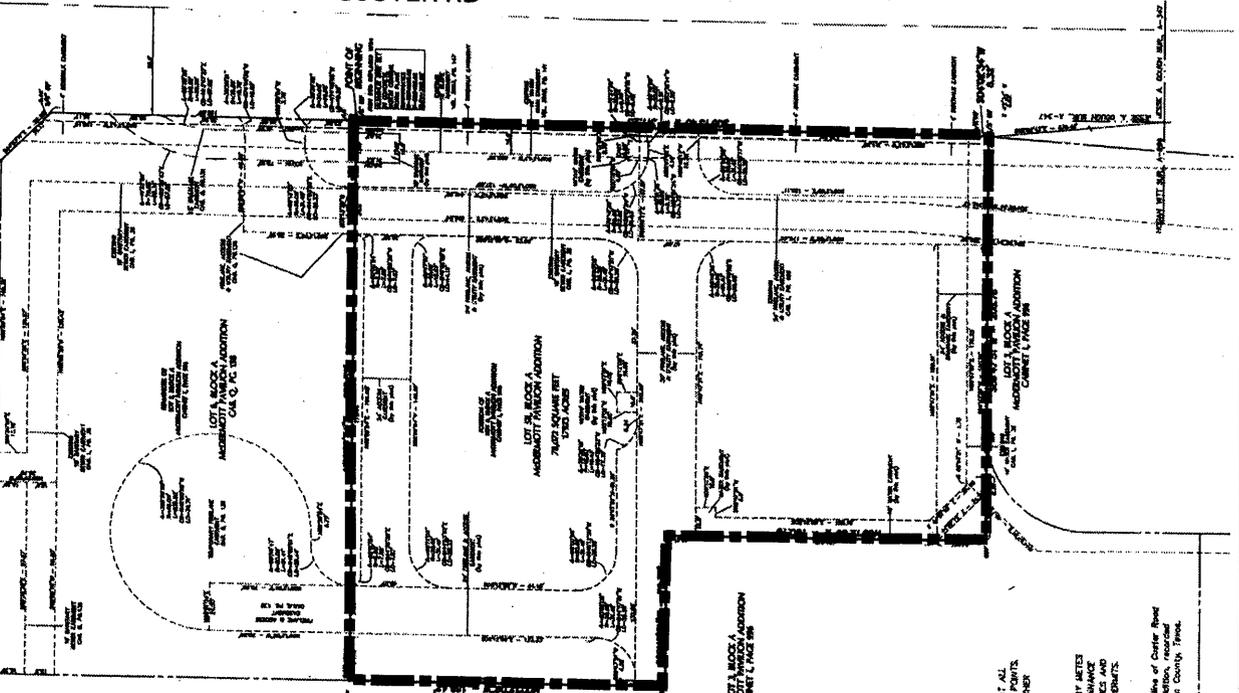
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BENT HORN DR

CUSTER RD



NOTES:
 1. ALL LOTS SHALL BE SET AT 1/4" BLOCK CORNER, S.C.A. P.T.S. AND ANGLE POINTS.
 2. ALL LOTS SHALL BE SET AT ALL OTHER CORNERS.
NOTICE:
 SELLING ANY PORTION OF THIS ADDITION BY LOTS AND BLOCKS IS A VIOLATION OF CITY ORDINANCE AND STATE LAWS, AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND SURETY BONDS.
BASIS OF REFERENCE:
 Surveyed based on the well-known survey line of Custer Road as shown in plat of McDermott Pavilion Addition, recorded in County L, Page 486, For Record, Collin County, Texas.

SERVICERS CERTIFICATE

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared **Michael B. Marx**, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.
 GIVEN under my hand and seal of office, this the _____ day of _____, 2005.
 Notary Public in and for the State of Texas

CERTIFICATE OF APPROVAL BY THE CITY OF PLANO, TEXAS

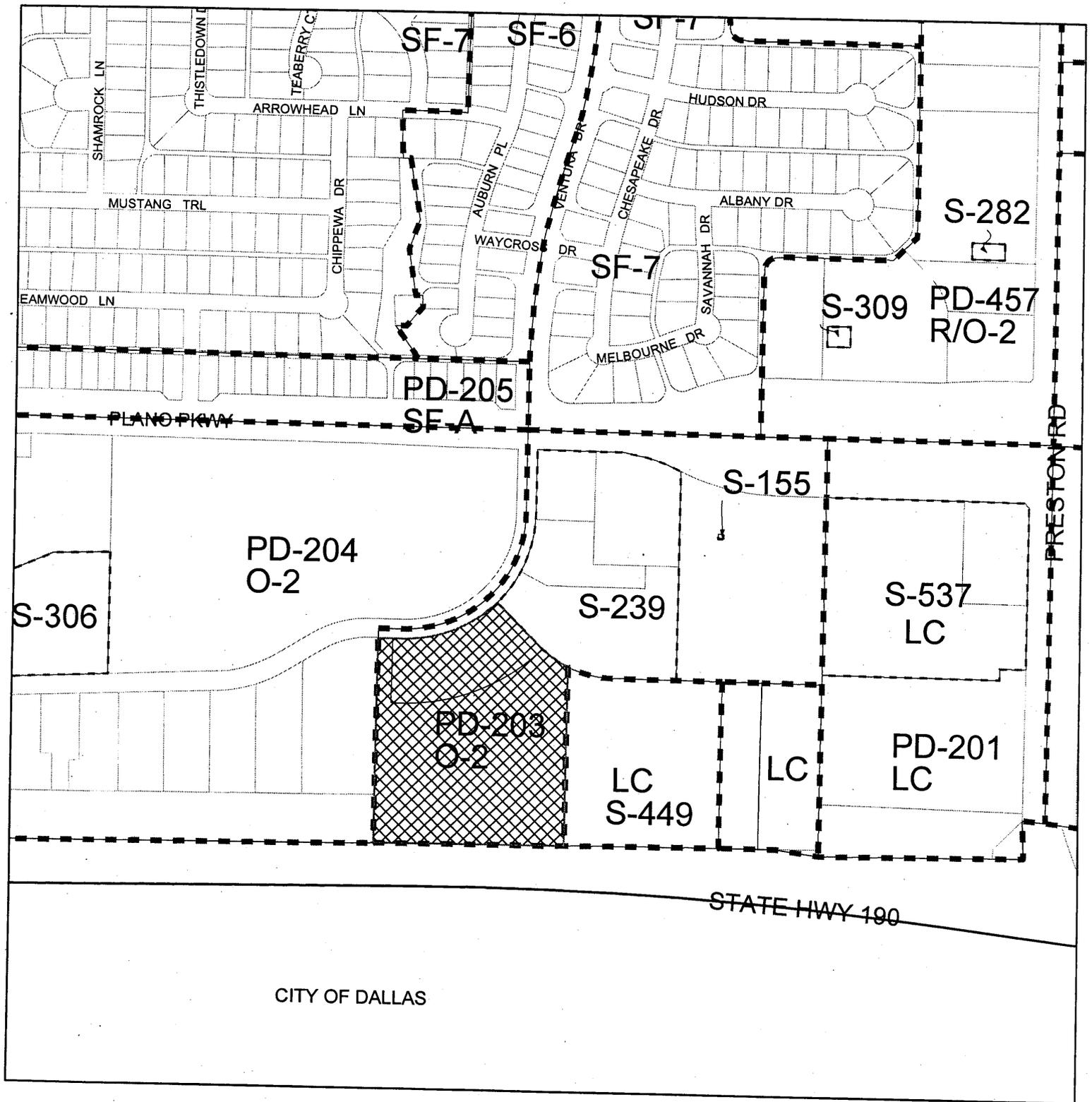
APPROVED this the _____ day of _____, 2005, by the Planning and Zoning Commission of the City of Plano, Texas.
 Chairman, Planning & Zoning Commission
 STATE OF TEXAS
 COUNTY OF COLLIN
 BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.
 GIVEN under my hand and seal of office, this the _____ day of _____, 2005.
 Notary Public in and for the State of Texas

CITY ENGINEER

STATE OF TEXAS
 COUNTY OF COLLIN
 BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed.
 GIVEN under my hand and seal of office, this the _____ day of _____, 2005.
 Notary Public in and for the State of Texas

**FINAL PLAT
 MCDERMOTT PAVILION ADDITION
 BLOCK A, LOT 5R**

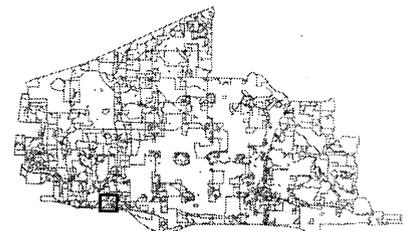
OWNER
 MCDERMOTT PAVILION, L.P.
 A TEXAS LIMITED PARTNERSHIP
 ITS GENERAL PARTNER
 DAVID S. SIMMONS
 11000 NORTH CENTRAL EXPRESSWAY
 SUITE 1000 DALLAS, TEXAS 75243
 (972) 331-2050
PREPARED BY
 PRODUCED BY/DAVIDSON, INC.
 4144 North Central Expressway
 Suite 1100 Dallas, Texas 75244
 (214) 824-3847, fax (214) 824-7064



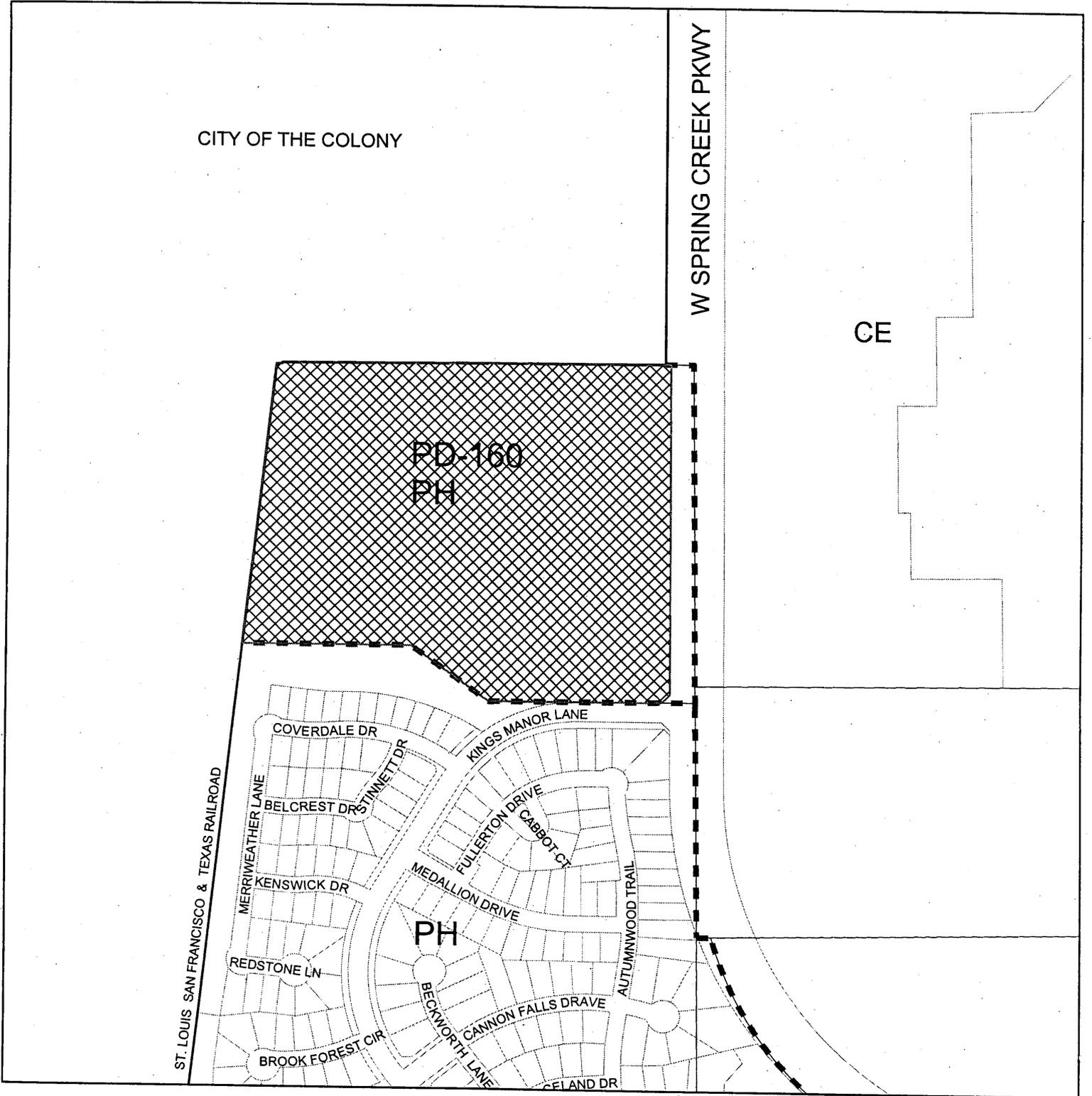
Item Submitted: PRELIMINARY PLAT

Title: PERFORMANCE ADDITION 2
BLOCK 1, LOTS 1 & 2

Zoning: PLANNED DEVELOPMENT-203-GENERAL OFFICE



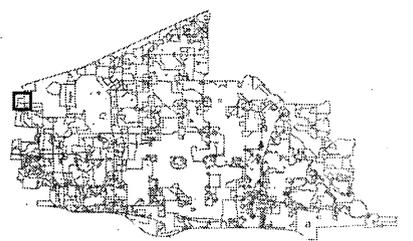
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Item Submitted: PRELIMINARY PLAT

Title: KINGS RIDGE ADDITION PHASE THREE

Zoning: PLANNED DEVELOPMENT-160-PATIO HOME



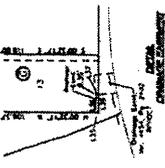
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SPARR SURVEYS
10000 W. 10TH ST.
DENVER, CO 80202

NOTES:
1. THIS SURVEY WAS MADE BY A LICENSED SURVEYOR ON THE 10TH DAY OF OCTOBER, 2010.
2. THE TOTAL AREA OF THIS SURVEY IS 15.00 ACRES.
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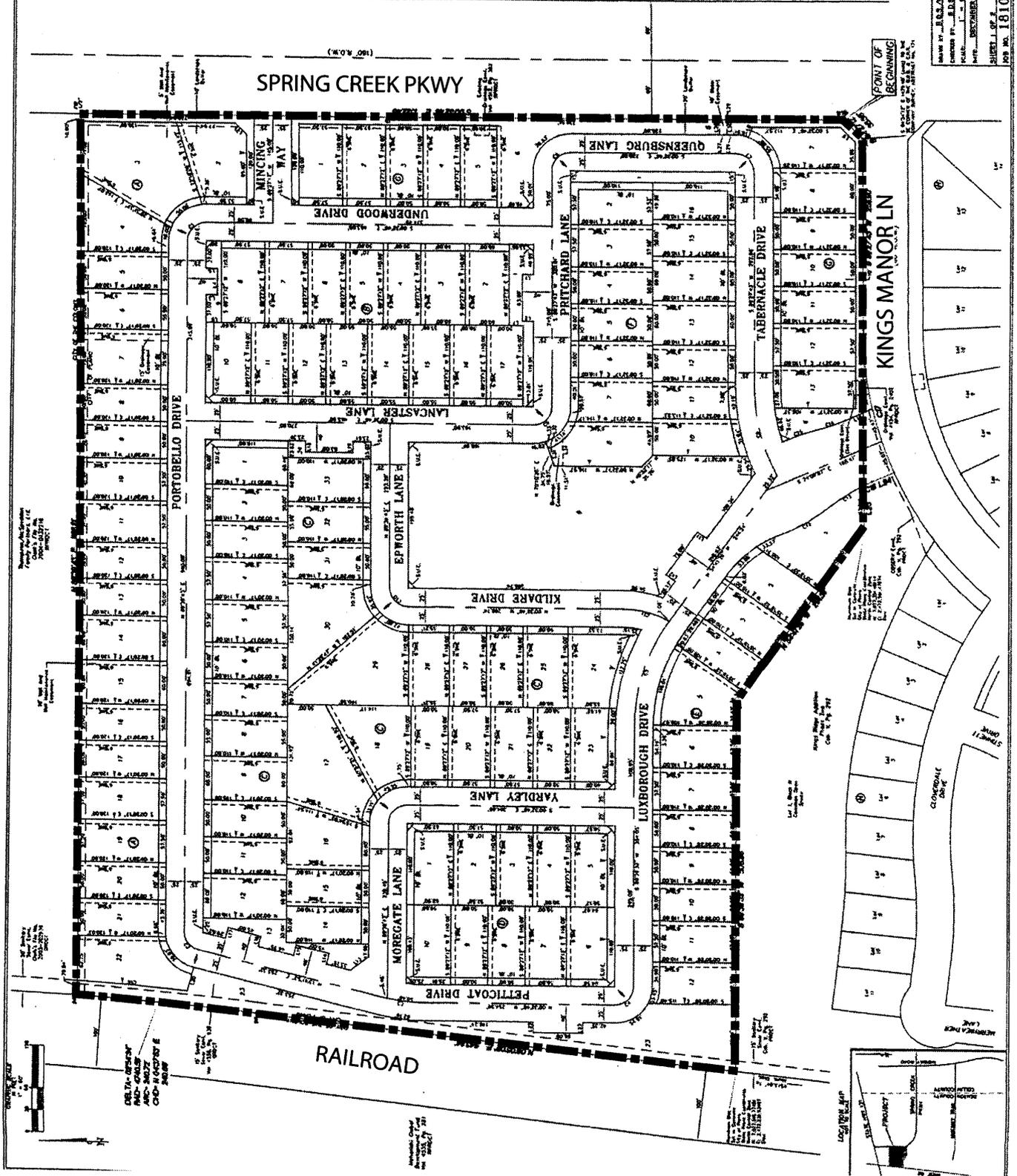


PREPARED BY:
SPARR SURVEYS
10000 W. 10TH ST.
DENVER, CO 80202
(303) 751-1111

**KINGS RIDGE ADDITION
PHASE THREE**
15.00 ACRES
B.E.S. SURVEY
ABSTRACT NO. 174
CITY OF PLANO
DENVER COUNTY, TEXAS

Sparr Surveys
2553 CA 172
AUSTIN, TEXAS 78756
(214) 341-7197

DATE: 10/10/10
DRAWN BY: J. B. SPARR
CHECKED BY: J. B. SPARR
SCALE: AS SHOWN
SHEET NO. 1 OF 1
JOB NO. 18100



CITY OF PLANO
PLANNING & ZONING COMMISSION

January 3, 2006

Agenda Item No. 6

Public Hearing: Zoning Case 2005-51

Applicant: Midway/Parkway Investment Ltd.

DESCRIPTION:

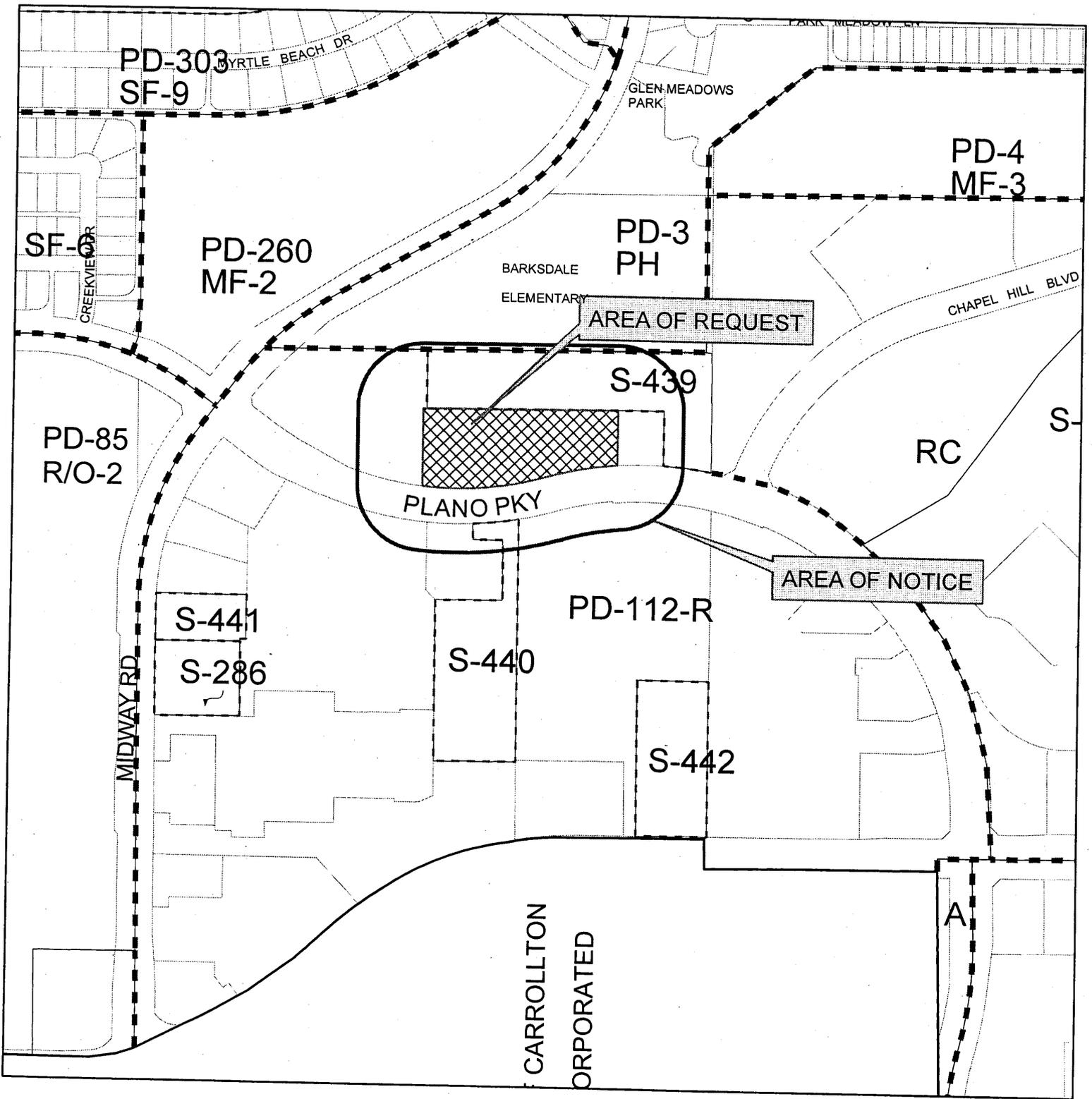
A request for a Specific Use Permit for Day Care Center on one lot on 3.0± acres located on the north side of Plano Parkway, 700± feet west of Chapel Hill Boulevard. Zoned Planned Development-112-Retail.

REMARKS:

Due to errors in the notice of public hearing, this zoning case was re-noticed for the January 17, 2005, Planning & Zoning Commission meeting.

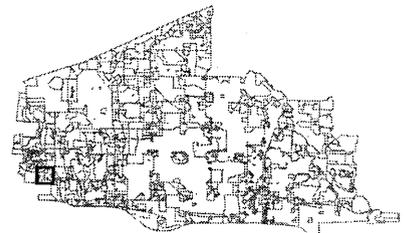
RECOMMENDATION:

No action can be taken at this time.



Zoning Case #: 2005-51

Existing Zoning: PLANNED DEVELOPMENT-112-RETAIL



○ 200' Notification Buffer

CITY OF PLANO
PLANNING & ZONING COMMISSION

January 3, 2006

Agenda Item No. 7

**Public Hearing - Preliminary Replat & Revised Site Plan: ANS Headquarters,
Block A, Lots 1R & 2R**

Applicant: ANS Inc.

DESCRIPTION:

An office/warehouse with limited manufacturing and distribution on two lots on 28.7± acres located at the northwest corner of Preston Road and Tennyson Parkway. Zoned Commercial Employment. Neighborhood #16.

REMARKS:

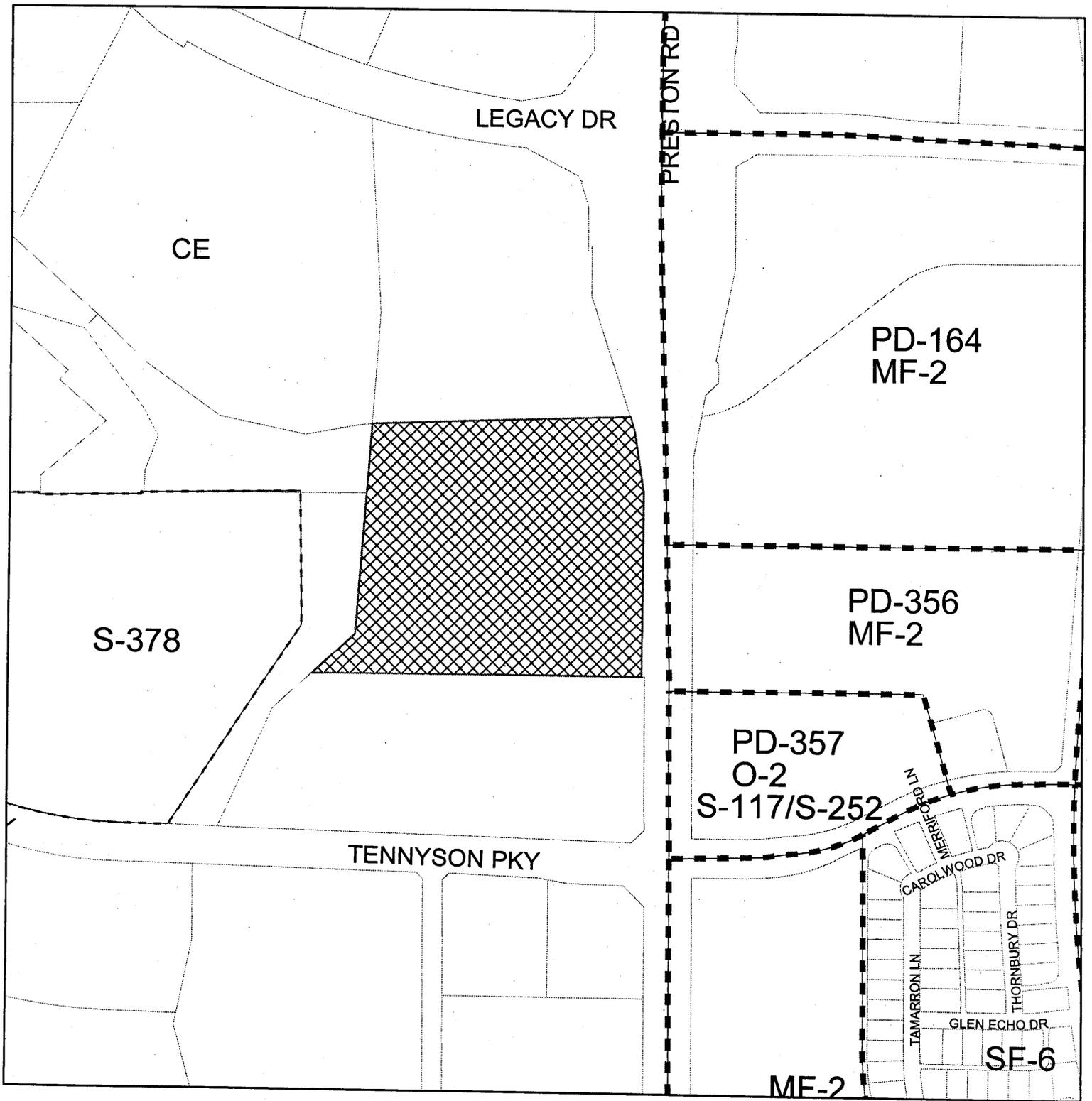
The purpose of the revised site plan is to expand the existing office building and add more parking.

The purpose of the preliminary replat is to add easements and revise the lot line between Lots 1R and 2R.

RECOMMENDATION:

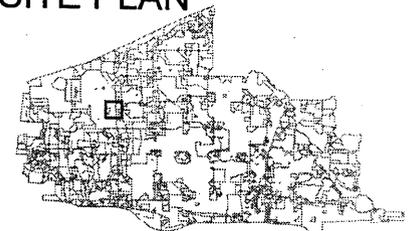
Preliminary Replat: Recommended for approval subject to additions and/or alterations to the engineering plans as required by the Engineering Department.

Revised Site Plan: Recommended for approval as submitted.



Item Submitted: PRELIMINARY REPLAT & REVISED SITE PLAN

Title: ANS HEADQUARTERS
BLOCK A, LOTS 1R & 2R



Zoning: COMMERCIAL EMPLOYMENT



○ 200' Notification Buffer

CITY OF PLANO
PLANNING & ZONING COMMISSION

January 3, 2005

Agenda Item No. 8

Public Hearing - Replat: Ray Huffines Chevrolet Dealership, Block A, Lot 3

Applicant: Huffines Plano Properties, L.P.

DESCRIPTION:

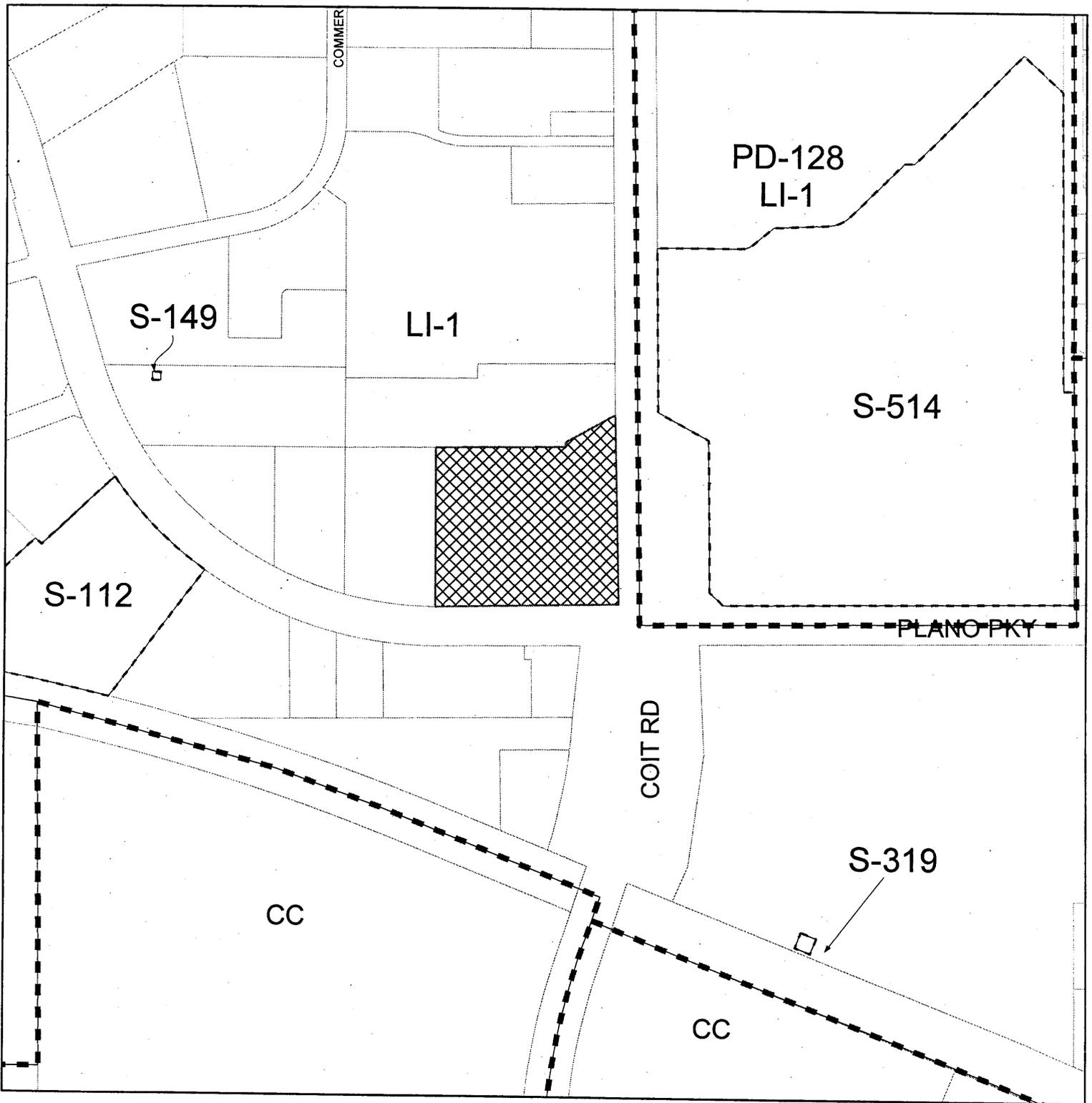
A new car dealer on one lot on 6.3± acres located at the northwest corner of Plano Parkway and Coit Road. Zoned Light Industrial-1. Neighborhood #55.

REMARKS:

The purpose for the replat is to incorporate an additional tract of land, to dedicate easements, and to revise the name of the subdivision.

RECOMMENDATIONS:

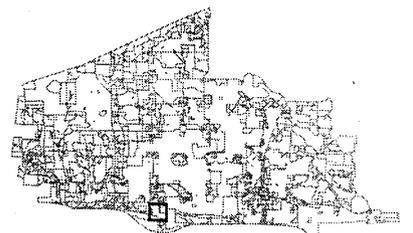
Recommended for approval as submitted.



Item Submitted: REPLAT

Title: RAY HUFFINES CHEVROLET DEALERSHIP
BLOCK A, LOT 3

Zoning: LIGHT INDUSTRIAL-1



○ 200' Notification Buffer

CITY OF PLANO
PLANNING & ZONING COMMISSION

January 3, 2006

Agenda Item No. 9

Discussion and Direction: Infill Housing

Applicant: City of Plano

DESCRIPTION:

Discussion and direction regarding the draft text of the Infill Housing Policy Statement.

REMARKS:

Attached to this staff write-up is the first draft of Infill Housing Policy Statement Number 4.0. The Planning & Zoning Commission directed staff to begin the process of implementing the results from the Infill Housing Study at the November 9, 2005, work session through:

1. Preparation of a Policy Statement for inclusion in the Housing Element of the Comprehensive Plan.
2. Creation of a new residential zoning district that is consistent with size, configuration and other issues facing infill properties.
3. Develop a standard cross-section design for "mews" streets which are often needed to serve infill properties.

The first step of the process is to develop a policy statement. Item numbers 2 and 3 will follow later for the Commission's consideration. The intent of the policy statement is to provide guidelines to assist decision makers in determining the appropriateness of infill housing development requests in typical and alternative neighborhood formats.

The typical neighborhood format consists of a one square mile area bounded by six lane thoroughfares on all four sides with lower density residential development towards the middle of the area with a school and or neighborhood park near the center. Denser housing is located along the edges near the office and retail developments found at major thoroughfare intersections. Most residential areas in Plano have been developed in this format. Residential neighborhoods developed differently than as described are defined as alternative format.

RECOMMENDATION:

Staff seeks the Commission's direction on the Infill Housing Policy Statement with consideration of the following questions:

- Have the objectives and strategies listed in the document been addressed in the policy statement?
- Is the background and analysis text adequate in addressing infill housing issues?
- Are the policy guidelines adequate to assist in making decisions regarding requests for infill housing development?
- Is the Commission ready to consider the policy statement for adoption after a public hearing?

Infill Housing Policy Statement 4.0

The Housing Element of the Comprehensive plan states that infill housing will be the primary source for residential development in Plano in future years. This policy statement provides guidance for decision makers, developers, the public and staff.

The Infill Housing Policy Statement is divided into two sections. Part A includes a set of general guidelines that will apply to all infill housing projects under consideration in any area of the city. Part B includes additional considerations for residential development that falls outside of Plano's typical residential neighborhood format.

Part A – General Guidelines for Infill Housing

Description:

Part A of the policy statement establishes policies to guide decision makers determining when zoning or rezoning of land for infill sites in general is appropriate. This section of the policy statement addresses the following objective and strategy statements found in the Housing Element of the Comprehensive Plan:

- **Objective A.1** Provide a variety of housing options for prospective Plano residents.
- **Objective C.1** Continue to expand Plano's housing stock even as the availability of land decreases.
- **Objective C.2** Create new housing opportunities that complement and support existing residential development.
- **Strategy C.2** Evaluate policies and ordinances to ensure that they do not discourage appropriate opportunities for infill housing and redevelopment.

Background:

Definition of Infill Housing

Infill is defined as development that occurs on a vacant tract or redevelopment of an existing site surrounded by other improved properties. The development can be for non-residential or residential land uses. Infill housing is an example of a residential use that could be developed on an infill tract of land and the subject of this policy statement.

Historical Perspective

There are a variety of housing options available in Plano, ranging from traditional single-family detached homes to townhouses to garden apartments to denser townhouses and apartments found in the city's two urban centers: Eastside Village in downtown Plano and the Legacy Town Center. Despite the choices available to residents of the city, single-family detached units and garden apartments far outnumber other options. They have been the primary components of residential development and residential neighborhoods in Plano over the years.

Changing Demographics

Plano's population is changing. The median age of Plano residents increased from 31 to over 34 years between the 1990 and 2000 Censuses. The percentage of people age 45 years and over increased from 20 percent to 28 percent during that same time period.

Plano's population is also becoming more diverse. The percentage of people who identified themselves as a minority race or ethnicity increased from almost 15 percent to over 27 percent between 1990 and 2000. The minority population itself is much more diverse with strong representation of people who are African American or Black, Asian and Hispanic.

Plano must also be considered in relation to the Dallas Fort Worth Metroplex. The region is expected to add another 4.1 million people in the next 25 years. The increasing price of fuel for transportation will limit the further expansion of the Metroplex into undeveloped areas. Existing cities will need to provide housing opportunities for these new people coming to the region. Plano's proximity to the new growth areas along with educational and employment opportunities and cultural amenities make the city an attractive place for new housing.

More varieties of housing options are needed in Plano's typical residential neighborhoods to address its aging population and to meet the housing needs of those from different cultures. It is expected that some long time residents of Plano are or will be seeking smaller homes with less maintenance needs. Yet, they do not want to leave their social network and places of familiarity. Infill housing could help meet these housing needs.

Analysis:

Lack of Guidance for Infill Housing

Some zoning requests for infill housing projects have met with success while others have failed. The city does not have any guidelines or policies to assist with the review of infill housing zoning requests. This policy statement attempts to address that.

Land Available for Residential Development

The amount of land available in Plano for new residential development is decreasing. The Land Use Absorption Table on page 2-7 in the Land Use Element of the Comprehensive Plan notes that less than five percent of vacant land zoned for residential development remains. Most of the vacant tracts of land that remain tend to be small (under 20 acres) and that for one reason or another have not been developed. Some tracts are zoned for non-residential uses while others have zoning that allows for residential development. This is the reason that infill housing is the primary component of future residential development in Plano.

Tri-City-Retail Study Recommendations and Infill Housing

The Tri-City Retail Study completed by the cities of Carrollton, Plano and Richardson in 2002 noted that excessive retail zoning was a contributing factor to vacant and underproductive retail centers and the lack of development of many retail zoned

properties. Some tracts zoned for non-residential uses have remained undeveloped for many years. Plano has three times the retail per capita for the nation and it is unlikely that many of these tracts will be developed for commercial purposes. As part of its implementation of the recommendations of the study, the City of Plano amended the Zoning Ordinance to allow residential development within Retail zoning districts by Specific Use Permits (SUPs). This amendment has met with some success and has allowed for residential development to take place on vacant infill tracts.

Benefits of Infill Housing

Infill Housing could provide several benefits for people who live and work in Plano. The city is an employment center in the North Dallas region and a net importer of workers. Infill housing could provide residential opportunities for workers with jobs in the city, thus reducing commuting distances and time.

Infill housing could serve the new residents to the region who want to live close to employment and cultural opportunities. Additional housing will lead to more potential customers for the existing retail and office space, thus increasing sales tax revenues.

There are many Plano residents who desire a smaller home with less maintenance, yet want to remain in proximity to family, friends and familiar places. Independent living facilities for adults age 55 years and older are in great demand in Plano along with long term care housing. Infill housing could be used to meet these market demands for additional housing options in the city.

Policy Statement

The guidelines offered below are intended to assist with the consideration of rezoning proposals for residential infill projects. These guidelines cannot address all of the issues relating to a particular site and should not be considered the sole determinants of zoning decisions. However, they do provide a framework for evaluating infill proposals.

1. Adjacent or in close proximity to existing residential development.

The best tracts of land for infill housing are located next to existing residential developments. The residents of the new development would be able to take advantage of the amenities found in many of the neighborhoods in the city. They would be close to parks and schools on the interior areas of the neighborhood and to the service businesses located at the intersections of the major thoroughfares. Infill housing projects should add to the variety of housing options found in the existing residential neighborhoods throughout the city.

2. Site and configuration to support housing.

Infill housing areas need to be large enough to make a project viable. A site should have a minimum of 3.0 acres and generally be free of factors that could make development difficult such as steep grades and location within a floodplain.

3. Access to existing utilities.

One of the benefits of infill development is the use of existing infrastructure surrounding the property rather than the extension of expensive new lines into undeveloped areas. Some sites may have public utilities in place sized to serve only non-residential uses and may require some upgrades to accommodate residential development. The most common deficiency is sanitary sewer capacity.

4. Reduction of concentration of non-residential uses in area.

As stated above, there is an overabundance of non-residential zoning in Plano. A reduction in retail or office zoning may benefit the land use distribution of a particular area or neighborhood. The overabundance may not be applicable in all areas.

5. Positive impact on future economic development.

The reduction of non-residential uses could have a positive impact on a larger scale. There will be one less shopping center or office complex that could be left vacant due to lack of market demand for such uses. Owner occupied housing units will contribute to the city's tax base and provide potential customers for existing retail centers.

Land located along Plano's major transportation corridors such as U.S. 75, the President George Bush Turnpike, the Dallas North Tollway and State Highway 121 are the city's last prime locations for economic development and should be reserved for non-residential uses. Major employment centers such as Legacy in northwest Plano and the Research/Technology Crossroads in southeast Plano are also considered to be prime components of the city's economic development program.

6. Proximity to Parks.

Additional preference should be given to those locations that have a neighborhood park within a half mile of the proposed development.

Part B - Guidelines for Reviewing Alternative Neighborhood Proposals

Description:

Part B of the policy statement provides additional considerations for requests for rezoning or specific use permits (SUP's) for infill housing in locations that would not be part of Plano's typical neighborhood format. It addresses the following objective and strategy statements:

- **Objective B.2** Ensure that alternative neighborhood formats provide functional and appropriate environments for residential uses and activities.
- **Strategy B.2** Establish criteria for housing developed in alternative neighborhood formats. Use these criteria when evaluating rezoning requests.

Background:

DRAFT

Typical Neighborhood Format

The Housing Element of the Comprehensive Plan addresses the fact that not all of Plano's residential development can occur in a typical neighborhood setting. This neighborhood setting is characterized by a land area of approximately one square mile bounded by six-lane divided thoroughfares with school and parks site near the center, low-density housing on the interior, medium- and high-density housing along the edges, and office and retail operations at the intersections of the major thoroughfares where they serve other neighborhoods, as well. (Table 1 of the Housing Element details the typical neighborhood concept.) So far, most of Plano's infill housing has occurred within its existing neighborhoods. For example, a 15 acre retail tract at the northeast corner of Custer Road and Legacy Drive was recently rezoned for patio homes. Since this development is occurring within a defined neighborhood bounded by four major thoroughfares, it will become part of a typical neighborhood environment.

Alternative Neighborhood Format

When residential development occurs in a location outside of a typical Plano neighborhood, the Housing Element indicates that it becomes part of an "alternative neighborhood format." As noted on Page 5-5 of the Housing Element of the Comprehensive Plan, much of the land needed for future residential development is unlikely to be found within Plano's typical neighborhoods. Sites outside of these settings should not be automatically accepted or excluded. An analysis follows which reviews issues and concerns relating to the creation of alternative neighborhoods, along with a set of guidelines to employ when evaluating requests for residential uses in locations outside of typical neighborhood settings. The guidelines are intended to ensure that residential developments occurring outside of the typical neighborhood format can still provide high quality living environments.

Analysis:

The following factors were used to develop guidelines evaluating rezoning or specific use permit requests for residential uses in alternative neighborhood formats:

Unit Count

Alternative neighborhood projects should have enough units to create a viable living environment. A small isolated group of homes or apartment units does not create a sense of belonging for its residents nor does it facilitate the efficient provision of city services. An example would be varying a typical residential solid waste route to pick up trash at two residences within a commercial corridor. A small unit count is also unlikely to generate enough return on investment to make the project economically viable. Infill projects will typically need to be medium-(5-12 units per acre) or higher-(12+ units per acre) density housing to create enough units on these smaller leftover sites. Typical low-density housing developments (1-5 units per acres), built on small infill tracts, will not be economically viable. Any single-family developments, attached or detached, with common areas, recreational facilities, and special landscaping will require homeowners associations to maintain these amenities. These associations must have enough

members for financial support over time. It is important that zoning changes for infill development result in successful projects.

Relationship to Surrounding Land Uses

An alternative neighborhood should be considered as an option for some but not all properties that have been previously planned or zoned for non-residential uses. Such developments should not be construed as mere afterthoughts. For example, it would be inappropriate to use a left-over tract of land in the middle of an industrial park for a housing project; however, housing incorporated into a well-planned mixed use development could be viewed differently. Pedestrian friendly environments which combine opportunities to live, work, and play in the same location are more appropriate than other types of residential development when located outside of the typical neighborhood environment.

Accessibility/Visibility

Alternative neighborhoods should have access to a major or secondary thoroughfare as do typical Plano neighborhoods. Residential neighborhoods may not require the same level of exposure that some commercial uses do, but they should not be isolated from a city's major travel routes.

Potential for Development of a Property as Currently Zoned

A property should not be rezoned to provide for residential development simply because a developer may be interested in it for that purpose. There should be strong evidence that non-residential development is unlikely to occur or would be unsuccessful due to market saturation and related conditions. An examination of recent development activity such as requests for building permits and occupancy in the area and the relative success of other developments should provide insight into the potential success of utilizing a property as it is currently zoned.

Major concerns should be raised when considering requests to convert properties in major economic development corridors to residential use. These corridors include U.S. 75, the Dallas North Tollway, the President George Bush Turnpike and State Highway 121, three of which currently operate as regional expressways while the fourth is planned to become an expressway. Perhaps State Highway 121 should be considered less of a near term candidate for residential use than the other corridors as it has not had the opportunity to function as an operational expressway. The traffic noise generated by these expressways may also make properties along them bad candidates for residential development.

Mixed use developments that include residences, as well as non-residential uses, in pedestrian oriented environment may be appropriate for these major corridors. Also, undeveloped properties within these corridors lacking access to frontage roads may be candidates for residential development.

Special Needs Housing

Alternative neighborhoods may be appropriate for providing housing for those with special needs such as the elderly and persons with disabilities. The elderly component

of Plano's population continues to increase and opportunities for providing housing in typical neighborhoods that meets its needs are becoming more limited. A well designed retirement housing complex with special facilities and services can create a very suitable environment for its residents. The Housing Element of the Comprehensive Plan highlights the importance of continuing to find ways to increase the supply of housing for those with special needs and the use of alternative neighborhood formats is consistent with that intent. It also notes that special needs housing can benefit from having medical offices, pharmacies, shopping centers, and other service providers within walking distance. Therefore, certain non-residential districts may be well suited for special needs housing.

Policy Statement

The guidelines offered below should not be used as exact determinants of the appropriateness for creating alternative neighborhood settings in specific locations. Instead, they should be used as a starting point for considering individual requests.

Specific locations may sometimes present a unique set of issues and opportunities for residential development that cannot be fully addressed by these guidelines. In such cases, those special conditions should be clearly identified and evaluated.

The individual guidelines are as follows:

1. *Townhouse (SF-A) and Patio Home (PH) projects or combination of projects should be able to provide a minimum of 25 units to create a substantial development as opposed to an isolated project with a few homes surrounded by non-residential uses. Housing for retirees or other persons with special needs should include a minimum of 50 units which could be built in phases to provide necessary services to accommodate the need of elderly tenants.*
2. *Alternative neighborhood development should not be within or immediately adjacent to a Light Industrial district (LI-1 or LI-2) unless separated by a Type "E" or larger thoroughfare (as defined in the Transportation Element of the Comprehensive Plan).*
3. *Alternative neighborhood development should be adjacent to a Type "E" or larger thoroughfare (as defined in the Transportation Element of the Comprehensive Plan.)*
4. *There should be evidence of market saturation in the area that a non-residential property is located. This does not necessarily require an actual market analysis. Instead, evidence can include review of recent permit and occupancy data along with existing vacant or under utilized commercial buildings and/or an ample supply of undeveloped properties with similar zoning in the area. The area of consideration may vary depending on whether the property is part of a neighborhood-, community-, or region-serving development.*
5. *Alternative neighborhood development is generally inappropriate along expressways and in the major development corridors (U.S. 75, the Dallas North Tollway, the President George Bush Turnpike, and State Highway 121). Consideration may be given to mixed use proposals that will integrate residential*

and non-residential uses into a pedestrian oriented environment. Additional consideration may be given to sites that cannot be accessed from frontage roads. Residential development within 500 feet of the main lanes of an expressway should be arranged as carefully as possible to reduce the effects of traffic noise. Until State Highway 121 has been constructed as an expressway and there has been an opportunity to observe its potential to develop as currently zoned, zoning changes for residential development should be avoided.

- 6. Additional preference should be given to residential development that is to be integrated into a pedestrian oriented urban center such as Downtown Plano or Legacy Town Center. Urban centers are more than just mixed use developments. They are typically 50 acres or more and provide opportunities for residence, work, shopping, and entertainment in a pedestrian setting.*
- 7. Additional preference may be given to residential developments for persons with special needs as highlighted in the Housing Element of the Comprehensive Plan. Even greater preference should be given when such developments are within walking distance of medical offices, pharmacies, and/or grocery stores.*

CITY OF PLANO
PLANNING & ZONING COMMISSION

January 3, 2006

Agenda No. 10

Discussion and Direction: Proposed Amendments to the Commission's Adopted Procedures concerning Time Limits for Speakers and the Order of Agenda Items

Applicant: City of Plano

DESCRIPTION:

Discussion and direction on proposed amendments to the Commission's adopted rules and procedures concerning time limits for speakers and the order of agenda items.

REMARKS:

The Planning & Zoning Commission has asked for two issues concerning the adopted Rules and Procedures to be brought forward for discussion and direction. The Commission's Rules and Procedures address a variety of topics. Two areas that the Commission has asked to review are speaker times and the order of the agenda for items that are to be tabled or withdrawn.

Speaker Times - Presently, the adopted speaker times and order of presentations are as follows:

--Applicant - 15 minutes

--Open Comment (Total of 30 minutes for speakers other than the applicant)

- Homeowner or group representative – 15 minutes
- Individual Speakers – 3 minutes

--Applicant's Rebuttal – 5 minutes

The Chair has the authority to modify these times or to extend the discussion. The Chair has traditionally allowed public input to exceed 30 minutes.

One issue for consideration is that City Council's speaker times are different from the Commission's and do not allow extra time for homeowner or group representatives. This may be confusing for speakers who have prepared longer presentations in response to the additional time allotted at the Commission's meeting.

City Council's adopted speaking times are as follows:

"The purpose of a Public Hearing is to receive input and information with the clarification that the focus of the City Council is on the singularly presented position, and not on repetition. To more effectively consider all presentations, applicants will limit their presentations to 15 minutes with a five (5) minute rebuttal time, if needed. All other speakers will be limited to a maximum of 30 total minutes of testimony, and three minutes per individual on any single issue. Other time restraints may be imposed at the discretion of the Mayor."

Agenda Order of Items to be Tabled or Withdrawn - Items for which the recommendation is for tabling or withdrawal are now placed on the agenda with other like items. For example, if the applicant has requested to table or withdraw a zoning case, the item is placed on the agenda with other zoning cases. A suggestion was made to consider taking these items out of order and placing them in a special category at the first part of the agenda, so that members of the audience interested in the item do not have to wait through other cases.

There is some benefit to keeping these items, especially those that require public hearings, together on the agenda. When audience members find out that a case is to be tabled they frequently save their comments for a later meeting. However, there have been several occasions where audience members wish to go ahead and speak. This could evolve into a lengthy public hearing before the Commission gets to the consent agenda or other public hearing items.

There are some alternatives to creating a separate agenda section for these items. The Commission's Rules and Procedures allow the Chair to determine the order of the agenda. If Commissioners wish to rearrange the order of agenda items, this can be done at the time the agenda is approved, during the first part of the agenda. Another option which has been used in the past is for the Chair to announce at the beginning of the meeting that the applicant has requested tabling or withdrawal of particular items. This will allow audience members to choose to leave or to stay.

RECOMMENDATIONS:

This item is posted to allow the Commission to discuss and to act on any changes to the Rules and Procedures in regards to these two subjects.

**CITY OF PLANO
PLANNING & ZONING COMMISSION
RULES AND PROCEDURES
MAY 2005**

- 1.0 Purpose - The following rules and procedures have been adopted by the Plano Planning & Zoning Commission concerning the preparation of their agendas, the scheduling and conduct of their meetings, the holding of public hearings, the making of reports and recommendations and the appointment of committees. Except where prescribed by state law or city ordinance, the rules and procedures defined herein may be amended by a favorable vote of two thirds of the Commission.
- 2.0 Meetings
- 2.1 Regular Meetings - The number of meetings per month and a schedule of meeting dates shall be established and may be changed at any regularly scheduled meeting. Two regular meeting dates are currently established each month on the first and third Mondays at 7:00 p.m. in the Council Chambers.
- 2.2 Pre-meetings - Shall be held on the third Monday of each month prior to the regular meeting.
- 2.3 Special Meetings - Additional meetings may be held at any time upon the call of the Chair, or by a majority of the voting members of the Commission, or upon request of the City Council, following at least 72 hours notice to each member of the Commission. In case of emergency or urgent public necessity, which shall be clearly identified in the notice, it shall be sufficient if notice is posted two hours before a meeting is convened. Notification of emergency meetings to members of the Commission shall be through telephone or electronic mail.
- 3.0 Notice and Records
- 3.1 Notice of Meetings - Notice of all meetings shall be posted in a place readily accessible to the general public at all times for at least 72 hours preceding the scheduled time of the meeting, except as provided in Section 2.3.
- 3.2 Open Meetings Act
- Open Meeting and Open Records Act - The activities of the Planning & Zoning Commission are governed by the State's Open Meetings and Open Records Act.

4.0 Officers - The officers of the Planning & Zoning Commission shall be: Chair, 1st Vice Chair, 2nd Vice Chair, and Secretary. The method of appointment, duties, and term of office are defined below:

4.10 Chair

4.11 Appointment - The Chair shall be appointed each October by the City Council. Should the office become vacant, the City Council shall appoint a new chair to fill the unexpired term.

4.12 Duties - The Chair is responsible for:

- a. Conducting the meeting of the Planning & Zoning Commission.
- b. Appointing committees and committee chair, except where appointed by the City Council.
- c. Liaison to the City Council.
- d. Voting on all matters, unless a conflict of interest exists.
- e. Signing plats, after approval by the Planning & Zoning Commission for filing.

4.13 Term - One year

4.20 1st Vice Chair

4.21 Appointment - The 1st Vice Chair shall be elected by the Planning & Zoning Commission each year at its first regular meeting in December. Should the office become vacant, a special election shall be called by the Chair to fill the unexpired term.

4.22 Duties - The 1st Vice Chair is responsible for:

- a. Serving in the place of the Chair in his/her absence.
- b. Assisting the Chair.

4.23 Term - One year

4.30 2nd Vice Chair

4.31 Appointment - The 2nd Vice Chair shall be elected by the Planning & Zoning Commission each year at its first regular meeting in December. Should the office become vacant, a special election shall be called by the Chair to fill the unexpired term.

4.32 Duties - The 2nd Vice Chair is responsible for:

- a. Preparing all special reports and correspondence of the Planning & Zoning Commission. (See 2nd Vice Chair's Report, Section 10.0.)
- b. Serving in the place of the 1st Vice Chair in his/her absence.

4.33 Term - One year

4.40 Secretary

4.41 Appointment - The Director of Planning or his/her designee shall serve as the Secretary of the Planning & Zoning Commission. This position is a non-voting position.

4.42 Duties - The Secretary is responsible for signing plats and other documents as required by state and local laws and ordinances.

4.43 Term - Continuous.

5.0 Quorum - A majority of the Planning & Zoning Commission entitled to vote shall constitute a quorum for the transaction of business.

6.0 Deadlines for Agendas - The filing deadline for placement on the agenda shall be eighteen working days prior to review by the Planning & Zoning Commission. This deadline may be shortened by the Director of Planning (except for zoning cases) for a reasonable cause.

7.0 Order of Business - The following procedure will normally be observed. It may be rearranged by the Chair for the expeditious conduct of business.

- a. The Chair calls the meeting to order.
- b. The chair or designated commissioner leads the assembly in the Pledge of Allegiance.
- c. The Commission approves the agenda as presented (or rearranges the order, or make additions or deletions to the agenda).
- d. The Commission approves the minutes (with any corrections).
- e. The Commission allows general discussion for members of the audience to make comments of public interest. Time restraints may be directed by the Chair of the Planning & Zoning Commission. Specific factual information, explanation of current policy, or clarification of the Commission's authority may be made in response to an inquiry. Any other discussion or decision must be limited to a proposal to place the item on a future agenda.
- f. The Commission reviews the consent agenda. Any item will be automatically removed from the consent agenda if requested by a member of the Commission, staff, or any person present at the meeting.
- g. The Commission votes on the consent agenda (which consists of items requiring administrative approval).

- h. All items which were removed from the consent agenda are considered individually, in order. Staff presents each agenda item for individual consideration. The Commission approves, approves with changes, tables, or denies the item.

- i. The Commission reviews items on the regular agenda in the following order:

Public Hearings - plans and studies, zoning cases, and replats.

Administrative Items - site plans, land studies, commercial and residential subdivisions, preliminary site plans, and final plats. These items do not require a public hearing; however, if a member of the audience wishes to address an item on the agenda, the Commission may allow them to do so.

Other Business - items placed on the agenda during approval of the agenda or if a member of the audience wishes to address the Commission.

8.0 Public Hearings - Order of Proceedings

- a. Description of Agenda Item
- b. Staff Presentation
- c. Technical Questions from Commissioners
- d. Correspondence
- e. Open Public Hearing

Time limits may be set at the Chair's discretion but generally are as follows:

Applicant's presentation - 15 minutes

Open comment (total of 30 minutes for speakers other than applicant)

Homeowner or other group representative - 15 minutes

Individual speakers - 3 minutes each

Applicant's rebuttal - 5 minutes

Extension of discussion (at Chair's discretion)

- f. Close of Public Hearing
- g. Discussion Among Commissioners
- h. Motions and Amendments
- i. Discussion on Motions
- j. Voting
- k. Reconsideration (Upon motion and second from the prevailing side and approval of the majority of the voting members present. Must occur before adjournment of the meeting.)

8.1 Administrative Items - Order of Proceedings

- a. Description of Agenda Item
- b. Staff Presentation
- c. Public Comment (at Chair's discretion)
- d. Motions and Amendments
- e. Discussion on Motions

- f. Voting
- g. Reconsideration (Upon motion and second from the prevailing side and approval of the majority of the voting members present. Must occur before adjournment of the meeting.)

9.0 Actions - Legislative and Administrative

- 9.1 Legislative Items - Following the public hearing, the Planning & Zoning Commission may vote to approve, approve with amendments and conditions, table, or deny in whole or in part the application. If the applicant accepts the recommendation of the Planning & Zoning Commission, the applicant may continue his original request and subsequent public notice shall be written as originally submitted; however, any part of the request not conforming to the Planning & Zoning Commission recommendations shall be presumed to have been denied by the Planning & Zoning Commission. The Planning & Zoning Commission may table for study any zoning case for up to 90 days.

When an application is denied by the Planning & Zoning Commission, the Planning & Zoning Commission should offer reasons to the applicant for such denial.

When the Planning & Zoning Commission denies a zoning application, it may deny said application with or without prejudice. If it shall deny the application and fail to clearly state the same is being denied with prejudice, then it shall be deemed that said application is denied without prejudice against refiling. If an application is denied with prejudice, no application may be filed for all or a part of the subject tract of land, for a period of two years from the date of denial by the Planning & Zoning Commission. If it is determined by the Planning & Zoning Commission there has been a sufficient change in circumstances regarding the property or in the zoning petition itself, it may waive the two-year waiting period and grant a new hearing. The Planning & Zoning Commission may deny, in whole or in part, a zoning petition. The effect of a denial, as defined by the ordinance, shall only apply to the part of request which is denied.

- 9.2 Administrative Items - The Commission approves, approves with changes, tables, or denies the item. The Commission may not table a plat/replat; however, the applicant may voluntarily withdraw the plat/replat from consideration, and may resubmit within 60 days without payment of additional fees. If the applicant does not withdraw the plat, then some action must be taken on the plat/replat or it will automatically be approved within 30 days from the date of submittal.

For replats, if a variance is required and the owners of 20% of the land area to whom notice is sent file with the City a written protest of the replatting before or at the hearing, the replat must be approved by three-fourths of all members of the Commission. In computing the percentage of land area, the area of streets and alleys shall be included.

- 9.3 Motions and Voting - A motion concerning an item may be made by a member of the Commission at anytime following the close of a public hearing or following the presentation of an item if no public hearing is required. A motion must receive a second from another member of the Commission before it may be discussed. If no second is received the motion fails. Motions receiving a second are open for discussion among the Commission. When the Commission completes its discussion of the item, the chairman asks the members to record their votes and then displays the vote and announces the results.

Effect of Voting - A motion is approved if it receives a positive vote by the majority of the members present and voting.

A motion fails if it does not receive a positive vote by the majority of the members present and voting. A motion receiving a tie vote fails.

Failure of a motion to deny shall not constitute approval of the item and further consideration is required.

Consideration of an item is concluded when a motion is approved.

Consideration of an item is concluded when a motion to approve fails and no other motion is made.

- 9.4 Requests to Table or Withdraw - If an applicant requests to have an item tabled or withdrawn, a public hearing (if needed) does not have to be opened, but it may be opened at the Chair's direction to receive comments before the Commission takes action on a request to table or withdraw.
- 10.0 Items for Discussion on Future Agendas - Two members of the Commission may request that the Commission schedule items for discussion on future agendas.
- 11.0 2nd Vice Chair's Report - The 2nd Vice Chair shall prepare a letter to the Mayor and City Council explaining the considerations and recommendations of the Commission when, at a minimum, any of the following conditions result:
- A split vote of approval of a zoning case.
 - A denial of a zoning case or development plan (including a partial denial), when appealed to the City Council.

- An approval of a zoning case which does not conform to the Comprehensive Plan.

12.0 Committees - The Planning & Zoning Commission may rely on committees as needed to carry out its responsibilities.

12.1 Appointment - Committees may be appointed by the Chair or City Council.