



# **Welcome to the Planning and Zoning Commission (P&Z)**

# Municipal Planning Authority

Overall Authority to protect the Health, Safety, and Welfare of the City and Citizens



**Zoning Authority**  
(legislative)  
Chapter 211 LGC



**Subdivision Authority**  
(ministerial)  
Chapter 212 LGC



**Land Use Authority**  
(planning)  
Chapter 213 LGC



# Mandates

- Mandated for all home-rule cities by Sec 211. 007 of the State of Texas Local Government Code
- Created in Wylie by Ordinance in 1956 and included in 1985 Charter (only non-council group to have its own section)





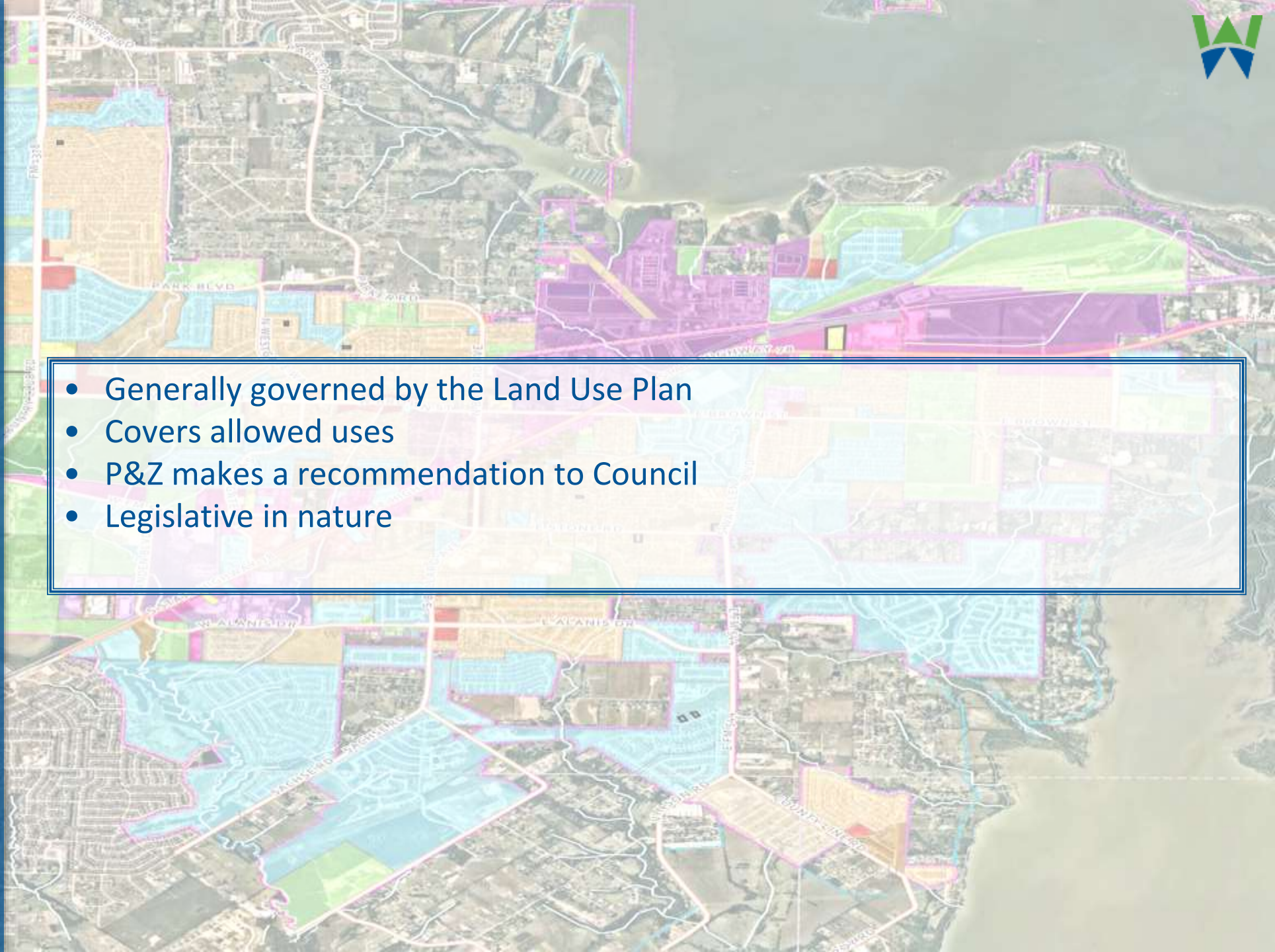
# Roles and Responsibilities

- Zoning Changes
- Plats
- Site Plans
- Ordinance and Regulation Amendments
- Land Use Plan



# Zoning Changes

- Generally governed by the Land Use Plan
- Covers allowed uses
- P&Z makes a recommendation to Council
- Legislative in nature







# Site Plans

- Generally governed by the Zoning Ordinance
- Covers bulk and architectural requirements, access, parking, and landscaping
- P&Z has approval authority
- Generally ministerial

## NOTES BY SYMBOL

- 1 6" CONCRETE CURB, SEE SHEET C-7.1 FOR DETAILS
- 2 6" LONG PRECAST CONCRETE WHEEL STOP, SEE SHEET C-3.1 FOR DETAILS
- 3 DUMPSTER ENCLOSURE, REF. STRUCTURAL PLANS, SEE SHEET S-7.3, DETAIL A3
- 4 ADA CURB RAMP & SIGNAGE, SEE SHEET C-3.1 FOR DETAILS
- 5 90° PARKING & PAVEMENT STRIPING, SEE SHEET C-3.1 FOR DETAILS
- 6 BUILDING PERIMETER SIDEWALK, REF. STRUCTURAL PLANS FOR DETAILS
- 7 AREA LIGHT WITH POLE AND BASE, SEE SHEET S-7.1, DETAIL A1
- 8 ADA PARKING, SEE SHEET C-3.1 FOR DETAILS
- 9 LANDSCAPE AREA, REF. LANDSCAPING PLANS, SEE SHEET L-1.1 FOR DETAILS
- 10 MENU BOARD CANOPY, SEE SHEET A-0.1, DETAIL C1 AND S-7.1, DETAIL D3
- 11 EXTERIOR MENU BOARD, REF. ARCH. PLANS, SEE SHEET A-0.1, DETAIL B4
- 12 HEADACHE BAR, SEE SHEET S-7.1, DETAIL D4
- 13 CONCRETE SIDEWALK/ISLAND NOSE (TYP), SEE SHEET C-3.1 FOR DETAILS
- 14 FLAGPOLE WITH GROUND MOUNTED LIGHTS, UNITED FLAG AND BANNER, GARRISON TYPE OR OWNER APPROVED EQUAL, 30' HIGH, 5" BUTT ALUMINUM WITH 14 GAUGE ALUMINUM BALL FINIAL, INCLUDE ALUMINUM ROLLER AND SLEEVE, HARDWARE TO INCLUDE STATIONARY TRUCK, NYLON FLAGSNAPS, AND HANGERS, ENTIRE ASSEMBLY (INCLUDING FOUNDATION) TO CONFORM TO APPLICABLE CODES, INCLUDING WIND LOADS, SEE SHEET S-7.1, DETAIL A2 FOR FOUNDATION DETAILS, SEE SHEET E3.1, DETAIL 4 FOR LIGHT DETAILS
- 15 CONCRETE PAVEMENT, SEE SHEET C-7.1 FOR DETAILS
- 16 LOADING RAMP, SEE SHEET C-3.1 FOR DETAILS
- 17 MONUMENT SIGN, REF. SIGNAGE PLANS FOR DETAILS
- 18 FIRE LANE STRIPING, SEE SHEET C-3.1 FOR DETAILS
- 19 6" STEEL BOLLARD, SEE STRUCTURAL SHEET S-3.1, DETAIL C1, EQUAL

## SUMMARY OF SITE DESIGN DESIRABLES

- 4-7:
- INDIVIDUAL BUILDINGS W/FOOTPRINTS = OR < 10,000 SQUARE FEET.
  - FRONT FACADE ORIENTED TO THE STREET.
  - SITE PLAN WITH NO MORE THAN ONE ROW OF PARKING IN FRONT OF THE BUILDING.
  - BUILDING WITH NO MORE THAN ONE ROW PARKING IN FRONT.
  - COMBINED ACCESS POINTS WITH ADJACENT TRACTS.
- 4-8:
- LANDSCAPING THAT EXCEEDS THE MINIMUM BY 10%.
  - LANDSCAPING IN SIDE AND REAR YARD NOT OTHERWISE REQUIRED.
  - LANDSCAPE PEDESTRIAN CONNECTION TO MAIN ENTRANCE.
  - PARKING LOTS WITH NO SPACE FURTHER THAN 40 FEET FROM A LANDSCAPED AREA.
- 4-9:
- USE OF TWO COMPLEMENTARY PRIMARY FACADE MATERIALS TO HELP ACHIEVE FACADE ARTICULATION, VISUAL VARIETY AND/OR ARCHITECTURAL DETAILING.
  - COPY SAME STYLE ENTIRE BLOCK.
  - APPLICATION OF BASE STANDARDS TO FACADES NOT FACING A PUBLIC STREET.
  - USE OF ARCHITECTURAL DETAILING AND/OR MATERIALS TO PROVIDE VARIETY IN VISUAL APPEARANCE.
  - BUILDINGS WITH HIP ROOF SECTIONS, DORMERS OR TWO OR MORE GABLE ROOF SECTIONS AT RIGHT ANGLES TO EACH OTHER.

## SITE DATA TABLE

ZONING	CC COMMERCIAL CORRIDOR DISTRICT
EXISTING LAND USE	UNDEVELOPED
PROPOSED LAND USE	NEW WHATABURGER RESTAURANT WITH DRIVE THRU SERVICE
LOT AREA	1.445 AC. (62,939 SQ. FT.) PLATTED
BUILDING SLAB	3,578 S.F.
BUILDING HEIGHT	20 FT.
REAR YARD SETBACK	10 FT.
PARKING REQUIRED	24 SPACES (1 PER 150 GFA)
PARKING PROVIDED	50 SPACES
LANDSCAPING (ON-SITE)	13,122 S.F.
ON-SITE CONCRETE PAVING	34,711 S.F.
CURB (ON-SITE)	1,358 L.F.
BUILDING PERIMETER WALK	1,974 S.F.
CONCRETE FLATWORK (ON-SITE)	230 S.F.
CONCRETE FLATWORK (OFF-SITE)	753 S.F.
CONCRETE SWALE	101 S.F.

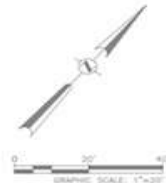
## EASEMENTS

- 1 EXISTING 15' DRAINAGE EASEMENT (DAB 2017, PG. 307 P.R.C.C.T.)
- 2 EXISTING 30' FIRE LANE ACCESS & UTILITY EASEMENT (DAB 2017, PG. 307 P.R.C.C.T.)
- 3 10' x 15.5' WATERLINE EASEMENT (DAB 2017, PG. 307 P.R.C.C.T.)
- 4 10' UNDER-ELECTRIC DELIVERY CO. LLC EASEMENT (DAB 2017, PG. 307 P.R.C.C.T.)
- 5 10' DRAINAGE EASEMENT (DAB 2017, PG. 307 P.R.C.C.T.)
- 6 10' WATERLINE EASEMENT (DAB 2017, PG. 307 P.R.C.C.T.)
- 7 VARIABLE, WITH ACCESS EASEMENT "OWNER'S" (DAB 2017, PG. 307 P.R.C.C.T.)
- 8 VARIABLE, WITH ACCESS EASEMENT "OWNER'S" (DAB 2017, PG. 307 P.R.C.C.T.)
- 9 24' FIRELANE ACCESS & UTILITY EASEMENT (DAB 2017, PG. 307 P.R.C.C.T.)

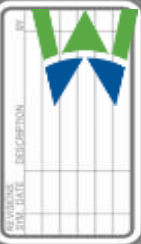
STATE HIGHWAY 78  
(DAB 2017, PG. 307 P.R.C.C.T.)

## LEGEND

- 7 NUMBER OF PARKING SPACES
- PROPERTY LINE
- EASEMENT LINE
- CONCRETE CURB
- BUILDING
- AREA LIGHT POLE & BASE
- FIRE LANE



THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. CONTRACTOR SHALL NOTIFY ENGINEER OF ANY DISCREPANCIES 24-HOURS PRIOR TO COMMENCING CONSTRUCTION.



PROJECT  
PT14M BUILDING TYPE  
500 STATE HIGHWAY 78  
WYLLIE, TEXAS 75098



SHEET TITLE:  
CIVIL SITE  
PLAN

PROJECT NO 2104379  
DATE: 11/19/18  
SCALE: 1" = 20'  
DRAWN BY: BLM  
APPROVED BY: BH

SHEET NO  
SP-1







# Ordinance and Regulation Amendments

- Initiated by Staff, P&Z Commission, Council, or ZBoA
- Covers Zoning Ordinance and Subdivision Regulations
- P&Z makes recommendation to City Council
- Legislative in nature





# Land Use Plan

- Generally governed by State Law (LGC 213)
- Covers land use, demographics, social goals, capital improvements, environment, etc.
- Created through specially appointed commission with citizen and staff input.
- Reviewed by P&Z who makes a recommendation to City Council
- Legislative



# Operation by Adopted Rules and Procedures

- Written by P&Z
- Approved by City Council
- Updated March 2020





# General Meeting Format

- Chairman calls meeting
- Invocation & Pledge of Allegiance
- Citizen Comments on Non-Agenda Items
- Executive Session (as needed)
- Consent Items (minutes and plats)
- Regular Agenda Items
- Public Hearings
- General Business
- Adjournment



## General Item Format

- Chairman introduction
- Staff report
- Applicant remarks and citizen comments
- Public hearing (if required)
  - Citizen comment
  - Applicant rebuttal
- Commission discussion
- Motion (approve, approve with conditions, disapprove, or continue)

*Texting during a meeting may and can constitute as Public Information, please refrain from using personal devices during meetings.*





## Other Considerations

- Communications and email/packet
- Pre-meeting questions
- Attendance
- Quorums/Open meetings
- Open records
- Conflict of interest
- P&Z training



## Planning Staff

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