



AGENDA

Planning and Zoning

Wednesday, January 17, 2024
6 p.m. Regular Meeting
Town Hall - 127 N. Collins Rd.

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A. Call Meeting To Order

B. Public Comment

The Planning and Zoning Commission invites citizens to address the Planning and Zoning Commission on any matter, except items on the agenda and public hearings that are included on the agenda. Comments related to items on the agenda and public hearings will be heard when the specific item/hearing starts. Citizen comments are limited to three (3) minutes, unless otherwise required by law. To address the Commission, please fill out a Public Comment Card and submit it to a staff member prior to the Public Comment section on the agenda. The Planning and Zoning Commission is not permitted to take any action or discuss any item not listed on the agenda. The Commission may choose to place the item on a future agenda.

C. Consent Agenda Items

All items on the consent agenda are considered routine items and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the consent agenda and discussed separately.

- 4 - 8 1. Consider action related to the minutes from the November 15, 2023, Planning and Zoning Meeting.
[November 15, 2023 Planning & Zoning Commission Meeting Minutes](#)

D. Discussion/Action Items

- 9 2. Discuss upcoming Planning and Zoning Commission meeting dates and meeting procedures.
[2024 Meeting Calendar](#)

E. Public Hearing Items

- 10 - 39 3. Hold a public hearing, discuss, and consider making a recommendation to the Town Council regarding a Special Use Permit (SUP) request for two proposed accessory dwelling units located at 537 East Larkin Road, which is zoned SF-4. Case 1796-SUP/Williams Accessory Dwelling Units (ADUs).
[Agenda Item Report - AIR-24-007 - Pdf](#)
- 40 - 48 4. Hold a public hearing, discuss, and consider making a recommendation to Town Council regarding an amendment to the Unified Development Ordinance (UDO), including but not limited to amending Section 2.01.02.C – Requirement to Plat, and Section 2.01.02.F – Exemptions to the Requirement to Plat, as it relates to construction on land without an existing plat. Case 1800-Z UDO Amendment – Plat Requirement.
[Agenda Item Report - AIR-24-006 - Pdf](#)

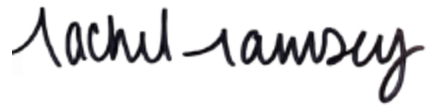
F. Adjourn

NOTE: The Planning and Zoning Commission reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the Town). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

The Town of Sunnyvale is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Town Secretary at 972-226-7177 at least 48 hours prior to the meeting.

Notice is hereby given that the Sunnyvale Planning and Zoning Commission will conduct its Regular Meeting on Wednesday, January 17, 2024 at the Sunnyvale Town Hall. The public is encouraged to attend the meeting. Email comments may also be submitted to surupa.sen@townofsunnyvale.org by 3 p.m. the day of the meeting. The link to the live stream of the meeting will be posted on Sunnyvale's Facebook page Town of Sunnyvale – Government.

I hereby certify that the foregoing notice was posted at Town Hall, 127 N. Collins Rd., Sunnyvale, Texas and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting:



Rachel Ramsey, Director of Administration/Town Secretary

Date Posted: January 10, 2024

Time Posted: 10:00 a.m.

Date Removed from Bulletin Board: _____

Removed By: _____

Notice of Possible Quorum of Town Council

A quorum of the Town Council may be in attendance. This is not a regularly scheduled meeting of the Town Council. As a governmental body, the Town Council will not deliberate nor take any formal action on any items discussed.